

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

**Regular Meeting  
Roosevelt School Cafeteria**

**July 24, 2013  
Regular Meeting: 7:30 p.m.**

**AGENDA**

**I. Call to Order – President**

**II. Pledge of Allegiance**

**III. Work Session**

- *Contract for Excellence*
- *Discussion of Potential School District Goals*

<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>
--

**IV. Audience Recognition – Agenda Items Only**

**VII. Regular Meeting**

**Section A -- Business of the Board**

**A-1 Motion to Approve Revised Agreement Between the Ossining Union Free School District and Ossining Association of Administrators and Supervisors, July 1, 2013 through June 30, 2016.**

WHEREAS, the agreement between the Ossining Union Free School District and the Ossining Association of Administrators and Supervisors be approved with the noted revision inadvertently omitted from the original MOA dated June 25, 2013.

**A-2 Motion to Accept the Minutes of the Special Meeting of June 21, 2013.**

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

**A-3 Motion to Accept the Minutes of the Board of Education Annual Reorganization Meeting of July 2, 2013.**

I move that the Board of Education approve the minutes of the Reorganization Meeting of July 2, 2013.

**A-4 Motion to Accept the Minutes of the Special Meeting of July 2, 2013.**

I move that the Board of Education approve the minutes of the Special Meeting of July 2, 2013.

**A-5 Motion to Accept the Minutes of the Executive Session Meeting of July 12, 2013.**

I move that the Board of Education approve the minutes of the Executive Session Meeting of July 12, 2013.

**A-6 Motion to Adopt the Following Policies as a *First Reading*: #6685 Medicaid Compliance Policy; #5500 Student Records; #5500-E.2 Notification of Release of Student Records; #5500-E.1 Notification of Rights Under FERPA; #5500-R Student Records Regulation; #6110 Budget Planning; #6110-R Budget Planning Regulation; #2250.1 Audit Committee; #2510 New Board Member Orientation; #6650 Internal Claims Auditor; #6660 Internal Audit Function; #9645 Disclosure of Wrongful Conduct; #6100 Annual Budget; #5305 Academic Success Program; #4765 Online Course Credit; #4321.2 School-Wide Pre-Referral Approaches and Interventions; #2310 Regular Meetings; #2340 Notice of Meetings; #2342 Agenda Preparation and Dissemination; #8520 Free and Reduced Price Food Services; #5100 Student Attendance; #4526 Computer Network Acceptable Use Policy; #4526-R Computer Network Acceptable Use Policy for Staff - Regulation; #4526.1 Computer Network Acceptable Use Policy for Students**

On the following pages Board members will find copies of Board of Education Policies #6685 Medicaid Compliance Policy; #5500 Student Records; #5500-E.2 Notification of Release of Student Records; #5500-E.1 Notification of Rights Under FERPA; #5500-R Student Records Regulation; #6110 Budget Planning; #6110-R Budget Planning Regulation; #2250.1 Audit Committee; #2510 New Board Member Orientation; #6650 Internal Claims Auditor; #6660 Internal Audit Function; #9645 Disclosure of Wrongful Conduct; #6100 Annual Budget; #5305 Academic Success Program; #4765 Online Course Credit; #4321.2 School-Wide Pre-Referral Approaches and Interventions; #2310 Regular Meetings; #2340 Notice of Meetings; #2342 Agenda Preparation and Dissemination; #8520 Free and Reduced Price Food Services; #5100 Student Attendance; #4526 Computer Network Acceptable Use Policy; #4526-R Computer Network Acceptable Use Policy for Staff - Regulation; #4526.1 Computer Network Acceptable Use Policy for Students as *First Readings*

**A-7 Motion to Adopt the Following Policies #7360 “Construction Contracts, Bidding and Awards” and #9550-E.2 “Confidential and Non-Bargaining Unit Employees Pro Rated Table for Vacation Days” as *Second Readings***

On the following pages Board members will find copies of the revised Board of Education Policies #7360 “Construction Contracts, Bidding and Awards” and #9550-E.2 “Confidential and Non-Bargaining Unit Employees Pro Rated Table for Vacation Days” as *Second Readings*

**A-8 Resolution Regarding the Appointment of Medicaid Compliance Officer**

**RESOLVED:** That the Board of Education of the Ossining Union Free School District hereby appoints Dr. Angela White as the Medicaid Compliance Officer for the Ossining Union Free School District for the 2013-2014 school year.

**A-9 Motion to Appoint School/Community Members to Serve on the School Budget Citizens' Advisory Committee**

I move that the Board of Education appoint the following persons to serve on the School Budget Citizens' Advisory Committee.

- Frank Caridi
- Carlos Desmaras
- Lutonya Russell-Humes
- Gerard Kopera
- Vanessa Jones-Nyoni
- Rosemarie Parisi
- Lisa Rudley
- Rachel Simon

**Section C – Business Office Matters**

**C-1 Motion to Approve Treasurer’s Report for the Month of May 2013**

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

**C-2 Motion to Approve Budget Report and Revenue Report for the Month of May 2013**

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

**C-3 Resolution Regarding Out of Cycle Grant from Ossining MATTERS**

RESOLVED: That the Board of Education hereby accepts with thanks the additional generosity of Ossining MATTERS for their gift of \$20,000 for the renovation of the Claremont School Library, and recommendation by the Superintendent of Schools, hereby increases the Special Aid Fund budget as detailed below. The offsetting revenue shall be F-OSSM-2770.000, “Miscellaneous Revenue.”

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

<u>Project</u>	<u>Budget Code</u>	<u>Amount</u>	<u>Description</u>
Renovation of	F-OSSM-7644-550-14-O	\$8,000	Goods and Materials
Claremont Library	F-OSSM-7641-200-14-O	<u>12,000</u>	Equipment
		\$20,000	

**C-4 Resolution Regarding Acceptance of Donation from Ossining Rotary Club**

RESOLVED: That the Board of Education hereby accepts the donation of \$250 from the Ossining Rotary Club in support of a class trip for the Ossining High School Life Skills Class in the 2013-14 school year, and upon recommendation by the Superintendent of Schools, hereby increases the 2013-14 General Fund budget in the amount of \$250. The offsetting revenue shall be A-2705.000, “Gifts and Donations”.

BE IT FURTHER RESOLVED: That the total amount of \$250 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-2250-401-00-0000	Special Ed – Other Expense	\$250

**C-5 Resolution Regarding Acceptance of Donation from OHS Class of 1951**

RESOLVED: That the Board of Education hereby accepts the donation of \$150 from the Ossining High School Class of 1951 for the purchase of *The Power of Being Articulate* by Pete Geissler for use by the Ossining High School Library, and upon recommendation by the Superintendent of Schools, hereby increases the 2013-14 General Fund budget in the amount of \$150. The offsetting revenue shall be A-2705.000, “Gifts and Donations”.

BE IT FURTHER RESOLVED: That the total amount of \$150 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-2610-461-11-0000	School Library New Books - OHS	\$150

**C-6 Resolution Regarding Acceptance of Gift: \$278 from Stop & Shop A+ Rewards Program**

RESOLVED: That the Board of Education hereby thanks Stop & Shop for their donation of \$278 from their A+ Rewards program, and upon recommendation by the Superintendent of Schools, hereby increases the 2013-14 General Fund budget as detailed below. The offsetting revenue shall be A-2770.000, “Miscellaneous Revenue”.

BE IT FURTHER RESOLVED: That the total amount of \$278 be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-2110-500-12-0000	AMD Supplies	\$58
A-2110-500-13-0000	Brookside Supplies	54
A-2110-500-14-0000	Claremont Supplies	29
A-2110-500-15-0000	Park Supplies	89
A-2110-500-16-0000	Roosevelt Supplies	<u>48</u>

**C-7 Resolution Regarding Acceptance of Funds for Regents Exams**

RESOLVED: That the Board of Education hereby accepts \$175 as payment for Regents exam retakes, and upon recommendation by the Superintendent of Schools, hereby increases the General Fund budget by this amount. The offsetting revenue code shall be A-1335.000, "Other Student Fees".

BE IT FURTHER RESOLVED: That the total amount of \$175 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-2060-490-00-0000	Regents Exam BOCES Test Scoring	\$175

**C-8 Resolution Regarding Issuance of Tax Warrant**

WHEREAS the Board of Trustees of the Ossining Public Library has adopted a budget in the amount of \$3,723,509 and

WHEREAS the Board of Education of the Ossining Union Free School District has adopted a budget in the amount of \$110,433,452 and in accordance with Section 2023 of the Education Law of the State of New York, the Board has the authority to levy tax for said budget, and

NOW, THEREFORE, BE IT RESOLVED: That pursuant to said authorization by Section 2023 and, in addition with voter approval, the Board of Education hereby authorizes the School District Treasurer to issue the necessary tax warrant in the amount of \$91,456,952 for the School District budget and \$3,673,509, the Ossining Public Library budget, for a total tax warrant of \$95,130,461 to the towns of Ossining, New Castle and Yorktown in accordance with the prescribed procedures as set forth in Westchester County Administrative Code.

**C-9 Resolution Regarding Renewal of Agreement with the Ossining Children’s Center**

RESOLVED: that the Board of Education empowers and directs the President to execute the attached agreement with the Ossining Children’s Center.

**C-10 Resolution Regarding Interfund Transfers**

RESOLVED: That the Board of Education authorizes the Superintendent of Schools to execute interfund transfers as specified on the following charts.

Transfers in 2012-13:

From Code	To Code	Amount	Comment
A-2252-471-00-0000	A-2630-550-00-0000	\$11,153	Purchase of add'l materials and supplies
A-2252-471-00-0000	A-2630-500-00-0000	\$6,000	Purchase of add'l materials and supplies
A-1620-422-00-0000	A-1620-423-00-0000	\$19,000	Adjust funds for water bill
A-2815-405-00-0000	A-2815-160-00-0000	\$6,100	To cover the health drop not budgeted
A-2850-500-00-0000	A-2850-150-00-0000	\$10,300	To cover additional co-curr. hours due to student need.
A-2110-130-00-0000	A-2110-140-00-0000	\$10,000	To cover substitute pay
A-2110-130-12-0000	A-2110-140-00-0000	\$7,800	To cover substitute pay

Transfers in 2013-14:

From Code	To Code	Amount	Comment
H-CL4A-1620-296-14-14	H-CL4B-1620-293-14-14	\$33,802	Adjust funds for general construction

**C-11 Resolution Regarding 2013-14 Custodial Reimbursement Rate for Building Use**

RESOLVED: That the Board of Education authorizes the Custodial Reimbursement Rate for Building Use be established for 2013-14 as detailed above.

**C-12 Resolution Regarding Disposal of Physical Education Equipment**

RESOLVED: That upon recommendation of the Superintendent of Schools, the Ossining Board of Education hereby authorizes the disposal of the weight machine in the Anne M. Dorner Middle School fitness room.

**C-13 Resolution Regarding Award of 2013–2014 Network Wiring Maintenance Contract**

RESOLVED: That the Board of Education hereby awards the 2013–2014 Network Wiring Maintenance contract to Topline Communications, the lowest responsible bidder, on a per-item basis as recommended by the Director of Technology.

**C-14 Resolution Regarding Adoption of Free & Reduced-Price Meal Policy**

RESOLVED: That Resolution C-16, passed on May 29, 2013, is hereby rescinded.

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	\$ .85
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-15 Resolution Regarding Disposal of OHS Auditorium Light Fixtures**

RESOLVED: That the Board of Education authorizes the disposal of eight auditorium light fixtures and seven matching ceiling fixtures from the Ossining High School Auditorium.

**C-16 Resolution Regarding Payment of Tax Certiorari: 33 Havell Street**

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby authorizes payment of the tax certiorari for 33 Havell Street in the amount of \$2,242.

**C-17 Resolution Regarding Increase in Tax Certiorari Reserve – 2012-2013 Tax Year**

RESOLVED: That the Tax Certiorari Reserve established for the 2012-13 school year be increased by \$1,000,000 to cover current and future charges relative to tax refunds arising out of the 2012-13 school year.

**C-18 Resolution Regarding Increase in Retirement Contribution Reserve**

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 by \$500,000 to cover future obligations to the Employee Retirement System.

**C-19 Resolution Regarding Increase in Employee Benefit Accrued Liability Reserve**

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby increases the Employee Benefit Accrued Liability Reserve by \$250,000.

**C-20 Resolution Regarding Change Order**

WHEREAS, the Ossining School District (“District”) has engaged Niram, Inc. (“Niram”) for general construction work at Ossining High School(Project # 003-023) ; and

WHEREAS, the District’s architect and construction manager recommend modification to the existing contract for a change order in the amount of \$12,885.12 to be paid for with allowances included in Niram’s

agreement for asbestos work required to be performed in addition to the work set forth in Niram's agreement with the District.

NOW THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #1 (Contract #1) to the contract with Niram for work at Ossining High School (Project # 003-023), to be paid for with allowance money included in Niram's agreement in the amount of \$12,885.12.

**C-21 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 School Lunch - Fund C
2. Special Aid Fund - Fund F
3. Capital Fund – Fund H
4. Trust Expendable - TE

**Section D – Personnel Matters**

**D-1 Resolution Regarding Civil Service Staff Resignations**

I move upon recommendation of the Superintendent of Schools that the Board of Education accept the resignations of the Civil Service staff members so noted.

**D-2 Resolution Regarding Support Staff Resignations**

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

**D-3 Resolution Regarding Professional Staff Appointments**

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

**D-4 Resolution Regarding Confidential Staff Appointments**

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

**D-5 Resolution Regarding a Central Office Member Compensation for 2013-2014 School Year**

I move that the Board of Education approved the salary for the 2013-14 school year as presented for the central office member so noted.

**D-6 Resolution Regarding Civil Service Staff Appointments**

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

**D-7 Resolution Regarding a Support Staff Appointment**

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

**D-8 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 Before/After/Summer School Professional Staff appointments so noted.

**D-9 Resolution Regarding a Civil Service Staff Appointment – Summer School Programs**

I move that upon recommendation of the Superintendent of Schools the Board of Education approve the Civil Service staff summer school appointment for the person so noted.

**D-10 Resolution Regarding Support Staff Appointments - Summer School Programs**

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

**D-11 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-12 Resolution Regarding Approval of School Volunteers**

I move that the person listed on the following page be appointed by the Board of Education as school volunteers for the 2013 summer school programs.

**D-13 Resolution Regarding a Professional Staff Request for a Personal Leave of Absence**

I move that upon recommendation of the Superintendent of Schools that the Board of Education approve the request for a personal leave of absence for the Professional Staff employee so noted.

**D-14 Resolution Regarding Rescinding Title IX Officer Co-Coordinator Appointment**

I move upon recommendation of the Superintendent of Schools the Board of Education rescind the appointment of the person so noted.

**D-15 Resolution Regarding the Hilda Bonavist Distinguished Service Award**

I move that the Board of Education congratulate Mr. Anton Blaumauer for receiving the Hilda Bonavist Distinguished Service Award.

**VI. Audience Recognition**

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

**VIII. Adjournment**