

BOARD OF EDUCATION
Ossining Union Free School District
Ossining, NY

Work Session/Regular Meeting
Ossining High School Library

January 28, 2014
Regular Meeting: 7:30 p.m.
Executive Session: *immediately following*

MINUTES

Present: Bill Kress, Board President, Kimberly Case, Vice President, Graig Galef,
Dana Levenberg, Lisa Murray, Frank Schneckner, Steve Wardwell

Others

Present: Raymond Sanchez, Superintendent of Schools, Dr. Angela White, Assistant
Superintendent for Administrative Services, Alita Zuber, Assistant Superintendent for
Business

1. Opening of the Meeting – Board President

1.1 Call to Order

Board President Bill Kress called the January 28, 2015 Regular Meeting to order at 7:40
p.m.

1.2 Pledge of Allegiance

Lisa Murray led all those present in the Pledge of Allegiance.

1.3 Prouds

Board President Bill Kress shared the following:

- Congratulations to OHS student Charles Gulian who was named an Intel Finalist
- Roosevelt School teacher Wendy Venegas Smith received *National Board Certification*
- Brookside School students looked for eagles during an outing this week
- *Partnerships in Education* returned to Westchester Districts including Ossining
- Claremont School's 4th grade Winter Concert was a huge success
- Congratulations to OHS student Timmy Reichert for being accepted to play with the WCSMA All-County Jazz Band
- Roosevelt School students visited Park School to read stories to Pre K classes
- Congratulations to OHS student Shadeen Samuels who was named LoHud Player of the Week
- The Dr. Martin Luther King, Jr. tribute held at Park School was an excellent program
- The Roosevelt School Winter Concert was recently held in the OHS Auditorium
- OHS students Zoey Supina, Sam Boucher and Maxine Charles had their artwork on display in the Concordia College Art Show Jan. 11 - 27

1.4 Report from the Student Representative to the Board

Ossining High School Student Representative to the Board, Ms. Charlotte Keeley, provided the following update:

- Congratulations to Charles Gulian for being named a finalist in the Intel Science competition! He was one of forty finalists named last week. He will go on to compete in Washington, D.C.
- Ossining High School's class of 2016 held a Winter Dance for all grades on January 16th. All classes were invited and funds went to the Junior Semi.
- The Makerspace Grand Opening was held in Ossining High School. Participants were able to program and build inventions.
- The new Anne M. Dorner Middle School library is now open.
- This week is midterm week at OHS and AMD. Due to yesterday's snow day, some midterms were rescheduled.
- The second quarter ends on February 2nd.
- On February 6th there will be a Sweetheart Dance.
- The STEM fest is scheduled for March 7th
- There are two major Science Research competitions coming up.
 - February 7th - the Science Research juniors and seniors will present posters or PowerPoint presentations at John Jay High School
 - Winners of this competition will go on to compete in Albany, New York
- WESEF is scheduled for March 7th. This is a competition where all Science Research students will present posters with the hopes of going on to compete at ISEF.
- The sixth grade math students continue to compete in the Math Olympiads.
- Brookside School will be hosting a *Black History* Night and Celebration on February 26th

1.5 Comments from Ossining Cultural Arts Advocates

Ms. Carina Scorscia provided an update regarding scholarships, membership and plans for community events.

1.6 Comments from Special Education Parents and Teachers Organization

Mr. Anthony Murray was unable to attend this evening's Board Meeting.

2. Work Session

Board President Mr. Bill Kress announced that the presentations would be taken out of order. The first presentation tonight will be 2.2. Scheduling: Overview.

2.2 Scheduling: Overview

Director of Guidance, Ms. Lorraine Longing, provided an overview of the student scheduling process.

The process of scheduling students for their classes begins each year during the month of February and concludes in April. Schedules are built based on student interviews with their guidance counselors, student interests and requirements for graduation.

Schedules are thoroughly analyzed and reviewed and conflicts are resolved. The Master Schedule must be completed by August 15th each year. Schedules are mailed to students prior to the new school year start date.

Board discussion took place. The Board thanked Ms. Longing.

Superintendent of Schools Mr. Raymond Sanchez announced that Ossining High School Principal Mr. Joshua Mandel will provide an overview of a proposed new course offering.

Mr. Mandel described the proposed course, "Public Art," which would be a one credit course offered to students in grades 10 through 12. The new course would define the varied elements of art and explore public art in its many forms. Students would have an opportunity to create large scale artworks such as murals, theater set designs, and sculptures, to name a few and gain skills in building partnerships with other artists, community organizations, and school based events.

Mr. Mandel requested Board consensus to add the proposed new course to the Master Schedule for 2016.

The Board thanked Mr. Mandel and Board discussion took place. Board consensus was unanimous.

2.1 District Technology: Budget Recommendations

Director of Technology Mr. Jeremy Luft and Assistant Director for Technology Ms. Jennifer Forsberg provided an overview, via a Prezi presentation, of the work that is taking place in the area of technology within the District. Assessments of the different needs at each school are made and reviewed. Technology provides essential tools for teaching and learning. It is used to develop curriculum, instruction, design and program apps, research, meetings, parent programs and events, to name a few. The most important benefit of information technology is that it empowers people to be creative, productive, innovative, and provides opportunities to learn.

It is anticipated that the Technology Committee will study the various needs at the school buildings, determine professional development opportunities, and present its technology findings and recommendations to the Board of Education at the May 8, 2015 Board of Education meeting.

Board discussion took place. The Board thanked Mr. Luft and Ms. Forsberg.

2.3 District Budget 2015-2016

Superintendent of Schools Mr. Raymond Sanchez and Assistant Superintendent for Business Ms. Alita Zuber provided an overview, via a PowerPoint presentation, of the status of State Aid, enrollment increases, class size, and staffing.

Ms. Sanchez stated that Governor Andrew Cuomo has not yet released the proposed New York State Budget and without that information, it is difficult for school districts across the country to build their budgets.

Ms. Zuber provided an overview of the tax cap and Foundation Aid. Advocacy efforts continue and the community was encouraged to participate in this effort.

Board discussion took place. The Board thanked Mr. Sanchez and Ms. Zuber.

3. Audience Recognition – Agenda Items Only

None.

4. Regular Meeting: Business of the Board

Dana Levenberg moved and Steve Wardwell seconded the motion to move resolutions 4.1 through 4.6.

4.1 Resolution Regarding Compensation for Various Positions at Athletic Events

RESOLVED, that the base rate for compensation for the various positions are as follows:

Security - \$60 for one game
Track Meets - \$90 per meet
Clock Keeper - \$100 for two consecutive games
Clock Keeper - \$75 for one game
Travel Game - \$75 for one game
Travel Game - \$90 for two consecutive Games
Separate Games - \$120

4.2 Resolution Regarding an Agreement

RESOLVED, that the Board of Education of the Ossining Union Free School District authorizes the Superintendent of Schools to execute the agreement.

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4.5 Motion to Accept the Minutes of the Regular Meeting of December 17, 2014

I move that the Board of Education approve the minutes of the Regular Meeting of December 17, 2014.

4.6 Resolution Appointing Additional Consultants for the 2014-2015 School Year

RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to engage the services of the following consultants for the 2014-2015 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>
Learner Centered Initiatives Diane Cunningham	Curriculum writing and Common Core design	To develop integrated units of study, formative assessments, and implement Common Core Standards	\$18,250
STEM Innovations, LLC Andra Meyerson	Instructional Support Coordinator	To coordinate all STLE-D related activities, develop communication guide with Pre K-8 teachers, coordinate grant reports, update District staff	\$16,000 [Grant Funded]

Motion carried: 7-0

5. Regular Meeting: Curriculum and Instruction

Kimberly Case moved and Frank Schneckner seconded the motion to move resolution 5.1.

5.1 Motion to Accept Recommended Placements

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 8, 9, 11, 15, 16, 17, 18, 19, 22 January 5, 7, 8, 12, 13, 14, 20, 22 and direct the administration to arrange for the appropriate placement as set forth.

Motion carried: 7-0

6. Regular Meeting: Business Office Matters

Steve Wardwell moved and Lisa Murray seconded the motion to move resolutions 6.1 through 6.13. Resolution 6.14 is for information only and no action is required.

6.1 Motion to Approve the October 2014 Treasurer’s Report

I move that the October 2014 Treasurer’s Report be approved and placed on file with the District Clerk.

6.2 Resolution Regarding Acceptance of Donated Books

RESOLVED: That the Board of Education hereby acknowledges with thanks the generous gift of donated publications from Mr. George Langnas to be used in the Ossining High School Programming Class and Club.

6.3 Resolution Regarding Acceptance of Donation for the Ossining UFSD Physical Education Program from the Ossining Early Childhood PTA

WHEREAS the Board of Education accepted a donation of \$10,000 from The Ossining Early Childhood Parent Teacher Association on via resolution number 11.5 on May 28, 2014; and

WHEREAS these funds were not expended during the 2013-2014 fiscal year and were subsequently deferred to the 2014-2015 fiscal year; therefore

RESOLVED upon recommendation of the Superintendent of Schools, the Board of Education increases the 2014-15 General Fund by that amount. The offsetting revenue code shall be A2705.000, “Gifts and Donations”.

BE IT FURTHER RESOLVED: That the total amount of \$10,000 be appropriated to the following budget codes:

Budget Code	Description	Amount
A-2110-200-13-5020 *	Supplies – Brookside PE	\$6,000
A-2110-200-15-5020 *	Supplies – Park – PE	\$4,000

**Amendment: The budget codes presented in the original resolution were incorrectly designated. A correction is made here to designate the proper code for each appropriation as follows: from A-2110-500-13-5010 to A-2110-200-13-5020 and from A-2110-500-15-5020 to A-2110-200-15-5020, respectively.*

6.4 Resolution Regarding Acceptance of Funds for Driver Education Program

RESOLVED: That the Board of Education hereby acknowledges the receipt of \$750.00 for the Driver Education Program, and upon recommendation of the Superintendent of Schools, hereby increases the 2014-15 General Fund budget as listed below in this amount. The offsetting revenue code shall be A-1489.101, “CLC Drivers Ed Program”.

BE IT FURTHER RESOLVED: That the total amount of \$750.00 be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-8060-405-00-000	CLC Consultants	\$750.00

6.5 Resolution Regarding Acceptance of Gift of Funds from the John P. and Constance A. Curran Charitable Foundation

RESOLVED: That the Board of Education hereby acknowledges with thanks a gift in the amount of \$70,000.00 from the John P. & Constance A. Curran Foundation.

The funds will be accounted for in the Special Aid Fund. The revenue code shall be FST3-2770.000 "Miscellaneous Revenue".

6.6 Resolution Regarding Acceptance of Gift of Funds from the Lowes Toolbox for Education

RESOLVED: That the Board of Education hereby acknowledges the generous gift of \$5,000.00 from the Lowes Toolbox for Education Program for the Claremont School for a Garden Project, and upon recommendation of the Superintendent of Schools, hereby increases the 2014-15 Special Aid Fund budget as listed below in this amount. The offsetting revenue code shall be F-LWS0-2770.000.

BE IT FURTHER RESOLVED: That the total amount of \$5,000.00 be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
LWS0-2110-500-14-O	Supplies	\$5,000.00

6.7 Resolution Regarding Acceptance of Gift of Grant from Ossining MATTERS

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby accepts \$4,000.00 grant from Ossining MATTERS for the Ossining School District Tennis Program and increases the 2014-15 Special Aid fund by that amount. The offsetting revenue shall be F-OSSM-2770.000

BE IT FURTHER RESOLVED: That the total amount of \$4,000.00 be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
OSSM-7654-405-00-O	Consultants	\$4,000.00

6.8 Resolution Regarding Acceptance of Gift of Grant from Ossining MATTERS

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby accepts \$984.95 grant from Ossining MATTERS for the Brookside Bookworms Program and increases the 2014-15 Special Aid fund by that amount. The offsetting revenue shall be F-OSSM-2770.000.

BE IT FURTHER RESOLVED: That the total amount of \$984.95 be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
OSSM-7660-151-14-O	Bookworms Instructor Salaries	\$823.20
OSSM-7660-903-14-O	Bookworms Social Security	\$62.97
OSSM-7660-902-14-O	Bookworms Teacher Retirement	<u>\$98.78</u>

6.9 Resolution Regarding Acceptance of Gift of Grant from Ossining MATTERS

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby accepts \$3,584.20 grant from Ossining MATTERS for the West Africa! Program and increases the 2014-15 Special Aid fund by that amount. The offsetting revenue shall be F-OSSM-2770.000.

BE IT FURTHER RESOLVED: That the total amount of \$3,584.20. be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
OSSM-7659-500-14-O	Supplies	\$3,584.20

6.10 Resolution Regarding Acceptance of Funds from Box Tops for Education Program

RESOLVED: That the Board of Education hereby thanks the General Mills Box Tops for Education Program for its donation of \$1476.30 to our District, and upon recommendation by the Superintendent of Schools, hereby increases the 2014-15 Special Aid Fund budget as detailed below. The offsetting revenue shall be F-BXTP-2770.000.

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-2110-500-00-O	Supplies	\$1476.30

6.11 Resolution Regarding Disposal of Audio Visual Equipment

RESOLVED: That the Board of Education hereby authorizes the sales of disposal of the audio visual equipment listed above located at the Brookside School. Any funds received from the equipment sales will be recorded in A-2670.000, "Sale of Property".

6.12 Motion to Approve Interfund Transfers

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

From: A1620-455-01-0000 Rental of Facilities
 To: A1620-422-01-0000 B&G Electricity
 Amount: \$16,404.52
 Reason: To pay utilities for newly installed meter at central offices

From: A 9060-800-00-0000 Hospital & Medical Insurance
 To: A 9060-802-00-0000 HRA Card Expense
 Amount: \$30,000.00
 Reason: To increase HRA Card Expense thru 12/31/14

From: H-A-DW15-1620-299-00-15 Unallocated
To: H-A-DW15-1620-293-00-15 General Construction
Amount: \$575,000
Reason: To record budget for district wide security upgrades

6.13 Resolution to Rescind and Revise Interfund Transfer

WHEREAS, the Board of Education has identified an inadvertent error in a Board of Education resolution concerning interfund transfers on supplies and consultant expense; and

WHEREAS, the Board of Education wishes to rescind said resolution and herewith correct the inadvertent error.

NOW, THEREFORE, BE IT RESOLVED, that resolution 6.16, dated January 14, 2015 is herewith rescinded.

BE IT FURTHER RESOLVED, that effective January 14, 2015 the Board of Education authorizes the following corrective resolution concerning interfund transfers:

From: A 2010-150-00-0000 Salaries
To: A 2010-490-00-0000 Consultants
Amount: \$31,579.00
Reason: To cover costs for consultants

Motion carried: 7-0

Board President Mr. Bill Kress thanked the following for their generous donations and gifts:

- Mr. George Langnas
- Ossining Early Childhood Parent Teacher Association
- John P. and Constance A. Curran Foundation
- Lowes Toolbox for Education Programs
- Ossining MATTERS
- Box Tops for Education Program

6.11 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

7. Regular Meeting: Personnel Matters

Dana Levenberg moved and Kimberly Case seconded the motion to move resolutions 7.1 through 7.10.

7.1 Resolution Regarding Creation of Professional Position(s)

RESOLVED, that the annual position of a .2 ESL Teacher be created, and

BE IT FURTHER RESOLVED that effective February 2, 2015 the position of .2 ESL Teacher shall be established.

7.2 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.

Last Name	First Name	Building	Category or Tenure Area	Current Hire Date	Eff. Date of Resign./Term.	Current Appt. Status	Reason
Carforo	Patricia	Brookside	Special Education	9/1/1985	7/1/2015	Tenured	Retirement

7.3 Resolution Regarding Bus Attendant Resignation

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

Last Name	First Name	Current Hire Date	Eff. Date of Resign./Term.	Reason
Alfaro	Ermes	1/5/2015	1/23/2015	Resignation
Barrett	Candance	1/5/2015	1/23/2015	Resignation

7.4 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	Tenure Area	Certif. Status	Degree Status	Salary	Appt. Type	% Time	Effect. Date	Expir. Date	Bldg.	Fund Source	Staff Relation or Note
Fink	Christina	STLE-D Technology Teacher Leader	English Language Arts 7-12 Perm.	n/a	\$3,500.00	Annual	100%	1/29/2015	6/30/2015	OHS	Grant	OHS Teacher
Madden	Lauren	STLE-D Technology Teacher Leader	English Language Art 7-12 Initial	n/a	\$3,500.00	Annual	100%	1/29/2015	6/30/2015	AMD	Grant	AMD Teacher
Riley	Joseph	Security for Athletic Events	n/a	n/a	60.00/per event	Annual	100%	9/1/2014	6/30/2015	District	A	

7.5 Resolution Regarding Support Staff Appointment

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

Last Name	First Name	Certif. Status	Job Title	Building	Step	Salary	% Time	Appt. Type	Effect. Date	Expir. Date	Fund Source
Michelle	Saccurato	Mathematics 7-12 Perm	Teaching Assistant	Claremont	1	21,433.00 (10,995.00)	100%	Annual	1/26/2015	6/30/2015	A

7.6 Resolution Regarding Bus Attendant Appointment(s)

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

Position	Building	Effective Date	End Date	First	Last	Rate
Bus Attendant	District	1/26/2015	6/30/2015	Maria	Moronta	13.00/hr
Bus Attendant	District	1/26/2015	6/30/2015	Violeta	Tamyo	14.00/hr

7.7 Resolution Regarding Support Staff Appointment(s) – Before/After/Summer 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	Certif. Status	Job Title	Building	Step	Salary	Program	% Time	Appt. Type	Effect. Date	Expir. Date	Staff Relation or Note
Clark	Kymoni	Level II	Teaching Assisant	AMD	2	15.86/hr	After School Sports Supervision	As Needed	Annual	1/20/2015	6/11/2015	AMD TA

7.8 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
Herbert, Stacia	NC

7.9 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
Pizzolla, Lauren	C	Mathematics 7-12

7.10 Resolution Regarding Volunteer Appointment(s)

I move that the persons listed on the following page be appointed by the Board of Education as school volunteers for the 2014-2015 school year.

Last Name	First Name	Volunteer Title	Start	End	Building	Type
Ocheltree	Kenneth	Non-Parent/Guardian	1/29/2015	6/30/2015	OHS	Mentor with First Robotics Team
Rodriguez	Samantha	Non-Parent/Guardian	1/29/2015	6/30/2015	AMD	Leadership Development
Roe	Lynne	Non-Parent/Guardian	1/29/2015	6/30/2015	AMD	Leaders 4 Life

Motion carried: 7-0

7.11 Resolution Regarding Professional Staff Request(s) for Leave of Absence – For Information Only

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

Last Name	First Name	Building	Category or Tenure Area	Leave Start	Leave End	Reason
Wile	Rachel	OHS	Social Studies 7-12	2/25/2015	6/30/2015	Child Rearing
Ortolano-Hoffman	Gina	Park	Elementary	2/2/2015	5/8/2015	FMLA
Horan	Patrick	Claremont	Elementary	1/5/2015	4/10/2015	FMLA

7.12 Resolution Regarding Civil Service Request(s) for Leave of Absence – For Information Only

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

Last Name	First Name	Building	Category or Tenure Area	Leave Start	Leave End	Reason
Arza	Alba	AMD	Office Assistant - 10 months	1/5/2015	3/27/2015	FMLA

8. For Information Only

8.1 Enrollment Report

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

9. Audience Recognition

None.

10. Board Committee/Liaison Reports and Board Dialogue

Board members reported on the following:

- Town of Ossining held a meeting regarding the property assessments currently underway. The Town Board provided information regarding the Homestead Act and its impact on condominium communities. When the time comes, the Ossining School District would have to vote on the Homestead Act.

11. Motion Made to Enter into Executive Session

At 10:10 p.m. Lisa Murray moved and Dana Levenberg seconded the motion to enter into an Executive Session for the purpose of discussing personnel matters.

Motion carried: 7-0

No formal action was taken.

13. Motion to Reconvene the Regular Meeting

At 11:34 p.m. Kimberly Case moved and Lisa Murray seconded the motion to reconvene the Regular Meeting of January 28, 2015 for the purpose of adjournment.

Motion carried: 7-0

14. Adjournment

At 11:35 p.m. Dana Levenberg moved and Lisa Murray seconded the motion to adjourn the Regular Meeting of January 28, 2015.

Motion carried: 7-0

Ileana Ortiz
District Clerk