



## **APPROVED MINUTES**

**Tuesday, June 25, 2024  
Business Meeting  
7:00 PM  
MS/HS Library**

### **1. Video Conferencing Notice**

#### **1.01 Video Conferencing Notice**

Ms. Stringer participated via video conference.  
Mr. Slentz participated via video conference.

### **2. Call to Order**

Ms. Lucasey called the meeting to order at 6:00 p.m.

Darren Wood was not present for the Executive Session.

Ms. Lucasey requested a motion to appoint Brooke Bass to serve as clerk pro tem for the executive session.

Ms. Sullivan-Nunes moved and Ms. Nagarajan seconded, that the Board appoint Brooke Bass as clerk pro tem for the executive session.

Vote: 6 ayes, 0 nays

Ms. Lucasey requested a motion that the Board recess to executive session to discuss matters relating to collective bargaining with the DFUT.

Ms. Stringer moved and Ms. Hershberg seconded, that the Board recess to executive session.

Vote: 6 ayes, 0 nays

### **3. Executive Session**

The Board entered executive session at 6:02 p.m.

Ms. Lucasey requested a motion that the Board move back to public session.

Ms. Bass moved and Ms. Hershberg seconded, that the Board move back to public session at 6:27 p.m.

Vote: 6 ayes, 0 nays



#### **4. Resume Public Meeting**

Ms. Lucasey resumed the public meeting at 7:00 p.m.

##### **4.01 Pledge of Allegiance**

##### **4.02 Roll Call**

Ms. Jean Lucasey, President; Ms. Brooke Bass, Vice President; Ms. Shannon Stringer; Ms. Penny Sullivan-Nunes; Mr. Darren Wood; Ms. Pavithra Nagarajan; Ms. Rebecca Hershberg; Mr. Kenneth Slentz, Superintendent; Dr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations; Dr. Darrell Stinchcomb, Assistant Superintendent of Curriculum, Instruction, and Equity; Ms. Elizabeth Saperstein, District Clerk.

##### **4.03 Acceptance of the Agenda**

Ms. Nagarajan moved and Mr. Wood seconded, that the Board accept the agenda of the June 25, 2024 meeting.

Vote: 7 ayes, 0 nays

##### **4.04 Approval of Minutes**

Ms. Sullivan-Nunes moved and Ms. Bass seconded, that the Board approve the minutes of the June 11, 2024 meeting.

Vote: 7 ayes, 0 nays

#### **5. BOE Correspondence**

##### **5.01 BOE Correspondence**

None.

#### **6. Citizen Comments**

##### **6.01 Notice**

The Board of Education values input from the entire Dobbs Ferry School District community. Although we do not engage in dialogue with the public at our Board of Ed business meetings, we are listening. Members of our school district community may comment on *any matter related to the meeting's approved agenda*. If you wish to address the board, please sign in with the District Clerk. Any group or organization wishing to address the Board must identify a single spokesperson. Please state your name for the record and keep your remarks to 3 minutes or less. Speakers will conduct themselves in a civil manner and will be ruled out of order for any statement that constitutes a direct threat against officers, employees or students of the school district, or that is obscene. Questions or comments concerning matters that are not on the agenda will be taken under consideration and referred to the Superintendent for appropriate action.



None.

## **7. Announcements**

Mr. Slentz acknowledged the departures of Kevin Ridley and Elizabeth Hausman. Both Mr. Ridley and Ms. Hausman's positions (as Cable TV Station Program Director and Public Relations Assistant, respectively) were abolished in the 2024-25 school year budget. Mr. Slentz and Ms. Lucasey thanked both for their years of service to the District.

## **8. Board Reports**

### **8.01 Annual Reports to the Board**

The annual reports on Diversity, Equity, and Inclusion in Education, and on progress toward the District Goals were tabled until the July 9, 2024 meeting.

Mr. Slentz reported that the Board of Education will be asked to acknowledge the District-Wide Safety & Emergency Response Plan, which gives administration the authority to make the plan available for public comment for 30 days. The plan will be posted to the district website. After the 30-day public comment period, the Board will be asked to approve the plan at the August 2024 meeting.

## **9. Board Committee Reports**

### **9.01 Committee Reports**

Ms. Nagarajan reported on the Curriculum, Instruction and Equity Committee meeting of June 12, 2024.

- The committee discussed the draft recommendation of the grades K-5 Bookworms reading program, to be recommended for approval later in tonight's meeting.
- The committee reviewed the DEI plan implementation and structure.
- The committee reviewed district goals relating to Special Education, K-12 Literacy, and K-12 MTSS.

Ms. Sullivan-Nunes reported on the Student Activities and Athletics Committee meeting of June 13, 2024.

- The committee discussed the addition and removal of certain sports offerings in the 2024-2025 school year, based on per student cost and likelihood of student participation.
- The committee reviewed facilities-related topics, including a parent request for track and field improvements; turf lighting at Springhurst; the availability of Gould Field for Fall 2024 sports; and 2024 Homecoming activities.
- The committee previewed results of the BIMAS (Behavior Intervention Monitoring Assessment System) survey and discussed the Wellness Framework for the 2024-2025 school year.

Ms. Stringer reported on the Special Education Committee meeting of June 20, 2024.

- The committee received an update on out-of-district student placements.



- The committee reviewed draft versions of the Special Education Plan and Parent Guide to Special Education.
- The committee discussed how the CSE/CPSE reports are presented to the Board and made recommendations for improvements in efficiency.

Ms. Bass reported on the Facilities Committee meeting of June 11, 2024.

- The committee received an update on capital projects, including the Energy Performance Contract and other projects that are awaiting approval from SED.
- The committee was updated on the policy and plan for the High School murals.
- The committee was updated on Summer 2024 grounds maintenance projects.
- The committee was updated on the upcoming physical inventory assessment (third party accounting firm).
- The committee discussed planning for future capital projects and the district debt service schedule.

Ms. Bass reported on the Finance Committee meeting of June 17, 2024.

- The committee reviewed the year-end fund balance.
- The committee discussed the need to establish a legal liability and property loss reserve fund, which will be presented to the Board for adoption later on the 6/25/24 agenda.
- The committee discussed the Tax Warrant Notification letter, also to be presented to the Board for adoption later on the 6/25/24 agenda.
- The committee discussed the fiscal impact of the DFUT collective bargaining agreement.
- The committee was updated on the district's property assessment, which is resulting in an increase in our sewer costs.

Minutes from the Committee meetings are posted on the District website.

## 10. Board Actions

Ms. Lucasey requested a motion to combine the following items into a consent agenda for approval: Items **10.01, 10.02, 10.03, 10.04, 10.05**.

Ms. Sullivan-Nunes moved and Mr. Wood seconded, to combine the items in a consent agenda.

Vote: 7 ayes, 0 nays

Ms. Lucasey requested a motion to approve all of the items in the consent agenda.

Ms. Bass moved and Ms. Nagarajan seconded, to approve the items on consent.

Vote: 7 ayes, 0 nays

### ***Consent Items:***

#### **10.01 Personnel**

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the Civil Service and Professional staff personnel



recommendations.

Mr. Slentz acknowledged the resignations of FLES teacher Marissa Coulehan and elementary classroom teacher Cathy O'Rourke, who are moving on to other positions.

#### **10.02 Disposal of District Maintenance Equipment**

WHEREAS, the Assistant Superintendent for Finance, Facilities, and Operations has declared the following maintenance equipment items as obsolete or surplus equipment:

- John Deere Core Aerator
- John Deere York Rake Attachment
- Airflo Salt Spreader
- John Deere Backhoe Attachment
- Ford F350 Pickup Truck
- Stormguard Snow Plow
- Wallenstein Chipper

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the sale of said equipment and authorizes the Assistant Superintendent for Finance, Facilities, and Operations to deposit net proceeds from any sale of said equipment in the General Fund in accordance with Policy 6900.

#### **10.03 CSE/CPSE Recommendations**

WHEREAS the Committee on Special Education and Committee on Preschool Special Education had issued to the Board by written confidential report dated June 19, 2024, its IEP recommendations for the students who are identified therein; and

WHEREAS the Board is responsible for arranging for appropriate special programs and services to students with IEPs, as recommended by said committee;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Dobbs Ferry Union Free School District hereby authorize and direct the administration to immediately arrange for the special programs and services as set forth in said report dated June 19, 2024.

#### **10.04 Kidz Educational Agreement**

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the attached services agreement between the Kidz Educational Services SLP, OT, PT, LMSW, PSYCHOLOGY, AUDIOLOGY, PLLC and the Dobbs Ferry Union Free School District for the period July 1, 2023 through June 30, 2024, and authorize the Assistant Superintendent for Finance, Facilities and Operations to sign for the District.

#### **10.05 Budget Transfers**

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the following budget transfer to reconcile debt service payments:

Account	Decrease	Increase
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A 9711-600-00-0000 Serial Bonds - Principal	\$17,630	
A 9711-700-00-0000 Serial Bonds - Interest		\$17,630

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the following budget transfer to cover out-of-district student transportation costs:

Account	Decrease	Increase
A 1620-425-08-3000 Operations Elec MS-HS	\$56,000	
A 5540-436-09-0000 Contr Trans-In District	\$38,000	
A 5540-435-09-7200 Contr Trans-Out of Dist		\$84,000
A 5540-401-09-9000 Contr Trans-Attendants		\$10,000

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the following budget transfer to cover additional fuel oil costs:

Account	Decrease	Increase
A 1620-425-08-1000 Operations Elec SH	\$25,000	



A 1620-421-08-1000 Operations Fuel Oil SH		\$25,000
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BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the following budget transfer to cover purchase of new curriculum materials:

Account	Decrease	Increase
A 9060-860-00-0000 Health Insurance	\$100,000	
A 2110-480-01-1000 Textbooks - SH		\$100,000

#### **10.06 Curriculum Adoption - Elementary Reading and Writing**

BE IT RESOLVED that the Board hereby adopts the Bookworms reading and writing program for implementation in grades K-5 beginning in the 2024-25 school year.

Ms. Stringer moved and Mr. Wood seconded, to adopt the Bookworms reading and writing program.

Vote: 7 ayes, 0 nays

#### **10.07 Second Addendum Agreement - Superintendent's Employment Agreement**

BE IT RESOLVED that the Board hereby authorizes its President to sign a Second Addendum Agreement to the Superintendent's Employment Agreement, as presented to the Board at this meeting. A copy of said agreement shall be incorporated by reference within the minutes of this meeting.

Ms. Sullivan-Nunes moved and Ms. Stringer seconded, to authorize the President to sign the Agreement.

The Agreement extends Mr. Slentz's contract as Superintendent through June 30, 2027, among other provisions.

Vote: 7 ayes, 0 nays

#### **10.08 Approval of a Tax Warrant**

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District,



hereby move to approve the Tax Warrant Notification for the 2024-2025 School Year to the Town of Greenburgh in the amount of \$44,437,288.

Ms. Stringer moved and Ms. Bass seconded, to approve the Tax Warrant Notification.

Vote: 7 ayes, 0 nays

#### **10.09 Establishing a Legal Liability and Property Damage Reserve Fund**

WHEREAS, pursuant to the provisions of Section 1709 (8-c) of the Education Law, the Board of Education is authorized to establish a Property Loss and Liability Claims Reserve Fund for the purpose of paying for liability claims; and

WHEREAS, the Board of Education desires to establish a Property Loss and Liability Claims Reserve Fund to pay for liability claims;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District hereby move to establish a reserve fund pursuant to Section 1709 (8-c) of the Education Law, to be known as the Property Loss and Liability Claims Reserve Fund, for the purpose of paying the cost of liability claims; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes and directs the Superintendent of Schools to transfer monies in an amount not to exceed \$1,000,000 from the 2023-24 unassigned fund balance to the Property Loss and Liability Claims Reserve Fund.

Ms. Stringer moved and Ms. Bass seconded, to establish the Property Loss and Liability Claims Reserve fund.

Mr. Slentz explained that the exact amount to be transferred into the new reserve fund would be determined after the closing of the annual audit.

Vote: 7 ayes, 0 nays

#### **10.10 Year End Fund Balance and Reserve Allocation**

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the following actions on the District reserve accounts:

- Establish the Unassigned Fund Balance at an amount not greater than 4% of the District's 2024-25 budget in the amount of \$2,303,776
- Increase the Reserve for Employee Benefits Accrued Liability in an amount not to exceed \$100,000
- Increase the Retirement Contributions Reserve Fund (ERS) in an amount not to exceed \$5,000
- Increase the Retirement Contributions Reserve Sub-Fund (TRS) in an amount not to exceed \$140,000
- Increase the Reserve for Unemployment Insurance in an amount not to exceed \$30,000
- Fund the Property Loss and Liability Claims Reserve Fund in an amount not to exceed \$1,000,000.00
- Fund the Capital Improvements Reserve Fund, approved by voter referendum on 5/15/18, in an amount not to exceed total reserve balance of \$2,500,000.





Mr. Wood moved and Ms. Hershberg seconded, to authorize the request.

Vote: 7 ayes, 0 nays

#### **10.11 Settlement Proposal**

BE IT RESOLVED, that the Board hereby approves a Settlement Agreement dated June 2024, in the matter of a Student with a Disability No. 17; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is hereby authorized to sign this Settlement Agreement on the District's behalf.

Ms. Bass moved and Ms. Stringer seconded, to approve the Settlement Proposal.

Ms. Lucasey reminded the Board that the Agreement was discussed in executive session on June 11, 2024.

Vote: 7 ayes, 0 nays

#### **10.12 Policy Revision - Second Reading**

BE IT RESOLVED, that having satisfied the procedural requirements of policy 2410, the following policies are hereby adopted:

1. 1400: Public Complaints
2. 1420: Complaints About Curricula or Instructional Materials
3. 8130: School Safety Plans and Teams
4. 8131: Pandemic Planning

Ms. Stringer moved and Ms. Sullivan-Nunes seconded, to adopt the policies.

Vote: 7 ayes, 0 nays

### **11. Acknowledgements**

#### **11.01 Treasurer's Report**

The Board acknowledged receipt of the May 2024 treasurer's report.

#### **11.02 Warrant**

The Board acknowledges receipt of Warrant No. 56 - Multi.

#### **11.03 District emergency response plan**

The board acknowledged the receipt of the draft District-Wide Safety & Emergency Management Plan and directed the Superintendent to post the draft plan on the district website for public comment for a period of 30 days.

### **12. Citizen Comments**

#### **12.01 Notice**



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None.

### **13. Old Business**

**13.01** Ms. Lucasey queried board members on their interest in leadership roles (President, Vice President) for the 2024-2025 school year.

- Ms. Bass indicated that she would be interested in serving as President.
- Ms Sullivan-Nunes indicated that she would be interested in serving as Vice President.
- Mr. Wood, Ms. Nagarajan, Ms. Hershberg, and Ms. Stringer indicated that they are not interested in leadership positions at this time and are grateful to those who are.
- Ms. Lucasey indicated that she would not be seeking a leadership position in the new year.

Ms. Lucasey informed the board that these statements of interest are non-binding and that the Board will hold its annual election of leadership at the July 9, 2024 reorganization meeting.

### **14. New Business**

None.

### **15. Upcoming Meetings**

#### **15.01 Calendar**

Tuesday, July 9, 2024 - 6:00 PM - Location to be determined by July 2, 2024.

- Annual Reorganization and Regular Business Meeting

August, 2024 - T.B.D - MS/HS Library

- Business Meeting

### **16. Adjournment**

Ms. Bass moved and Ms. Stringer seconded, to adjourn the meeting at 7:46 pm.

Vote: 7 ayes, 0 nays



Elizabeth Saperstein  
District Clerk