



## **APPROVED MINUTES**

**Thursday, March 5, 2024**

**Business Meeting**

**7:00 PM**

**MS/HS Library**

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

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

Ms. Stringer participated via video conference.

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

Ms. Lucasey called the meeting to order at 6:33 p.m.

Ms. Lucasey requested a motion that the Board recess to Executive Session for the following purposes: to discuss the employment history of a particular administrative employee.

Mr. Wood moved and Ms. Nagarajan seconded, that the Board recess to Executive Session.

Vote: 7 ayes, 0 nays.

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. Hershberg seconded, that the Board appoint Brooke Bass as Clerk Pro Tem for the executive session.

Vote: 7 ayes, 0 nays

### **3. Executive Session**

The Board entered executive session at 6:34 p.m.

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

Mr. Wood moved and Ms. Nagarajan seconded, that the Board return to public session at 6:49 p.m.



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Vote: 7 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**

Mr. Wood moved and Ms. Hershberg seconded, that the Board accept the March 5, 2024 Agenda.

Vote: 7 ayes, 0 nays

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

Ms. Hershberg moved and Ms. Sullivan-Nunes seconded, that the Board approve the minutes of the February 15, 2024 meeting.

Vote: 5 ayes, 0 nays, 2 abstentions (Mr. Wood and Ms. Nagarajan were absent on 2/15/24)

Ms. Bass moved and Ms. Sullivan-Nunes seconded, that the Board approve the minutes of the February 27, 2024 meeting.

Vote: 6 ayes, 0 nays, 1 abstention (Ms. Hershberg was absent on 2/15/24)

### **5. BOE Correspondence**

#### **5.01 BOE Correspondence**

The Board received correspondence on the following topics: (1) Invitation to the District Orchestra Concert; and (2) Invitation to Language Acquisition Honor Society Induction.



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### **6. Notice**

#### **6.01 Citizen Comments**

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.

A member of the community commented on the budgeting process.

### **7. Announcements**

Mr. Slentz thanked the Board and community members for attending the District Orchestra concert on February 29th, led by Adriane Fuller and David Hertzberg, noting that the event was exceptionally well attended. Mr. Slentz also thanked those who traveled to Ithaca to support the Boys Merged Swim team.

In honor of National Social Workers week, Mr. Slentz acknowledged Patricia Clifford (Springhurst), Shelia Kusi-Asare (Middle School), and Michelle Ciccone (High School) for their commitment to our students.

Mr. Slentz announced the following upcoming events:

- SPRING Family Square Dance, sponsored by SPRING Community Partners, will be held at Springhurst on Friday, March 8, 2024 at 7:00 p.m.
- Dobbs Ferry High School Theater Arts Showcase will take place in the HS Auditorium on Wednesday, March 13, 2024 at 7:00 p.m.
- The MS/HS Jazz Night performance will be held in the Commons on Wednesday, March 6, 2024 at 6:00 p.m.

#### **7.01 Private School Transportation**

Ms. Lucasey read the announcement:

Residents of the district whose students will attend a non-public school in 2024-25 and require bus service must submit a request form online **by April 1, 2024** (even if placement has not yet been confirmed) to the Ardsley Transportation Department. To

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be eligible, students must be at least 5 years old, in grades K-12 (not preschool) and the school must be within 15 miles of their home. You must also meet the minimum district mileage requirements. To apply online, visit [ardsleyschools.org](https://ardsleyschools.org) and click on Departments > Transportation > Transportation To A Non-Public School. Parents should note that a separate request must be submitted for each school being considered. Requests may be withdrawn if a school is not selected, but **may not** be considered if submitted after the deadline. The School Board has established a firm policy of not considering requests submitted after the deadline.

#### **7.02 Personal Voter Registration**

Ms. Lucasey read the announcement:

Any community resident not registered with the Westchester County Board of Elections may do so during Personal Registration, which will take place on Monday, May 13, 2024 between 3:30 pm and 7:30 pm in the High School Gymnasium Foyer. Voter Qualifications: (1) Must be a citizen of the United States; (2) Must be 18 years of age or older; (3) Must have been a resident of the school district for a period of 30 days or more prior to May 21, 2024.

#### **7.03 Board Member Terms of Office**

Ms. Lucasey read the announcement:

Two terms of office of the Dobbs Ferry Board of Education will be expiring on June 30, 2024: Two seats for three (3)-year terms, July 1, 2024-June 30, 2027.

- Ms. Brooke Bass
- Ms. Penny Sullivan-Nunes

Forms for petitions to run for a seat on the Board of Education are available in the District Office. Petitions must be submitted by the close of business on Monday, April 22, 2024. Twenty five (25) signatures of qualified voters in the district are required.

#### **7.04 Absentee and Early Mail Ballot Applications**

Ms. Lucasey read the announcement:

Absentee and Early Mail Ballot Applications may be requested by emailing the District Clerk at [districtclerk@dfsd.org](mailto:districtclerk@dfsd.org) or in writing to 505 Broadway, Dobbs Ferry, NY 10522. Absentee and early mail ballots will be available April 26, 2024. Completed absentee and early mail ballots must be received in the District office in person or via U.S. Mail no later than 5:00 PM on May 21, 2024.

### **8. Board Reports**

#### **8.01 Budget Development Update**

Mr. Slentz announced that the 2024-2025 budget is continuing to be refined.

Mr. Slentz and Dr. Clamser gave an update on the General Fund Budget. Major cost



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drivers of the Administrative, Capital and Program components of the budget were discussed.

Dr. Stinchcomb recapped the District's Strategic Points of Focus.

Mr. Clamser gave an update on the anticipated Revenue Budget.

Mr. Slentz reviewed the next steps including meeting with the Board Finance Committee on March 12, 2024 to present revised Administrative, Capital, Program and Revenue budgets; sharing details of the budget with the faculty, staff and community; and developing long-range plans. The next presentation will be at the March 19, 2024 Board meeting.

The 2024-2025 Budget Framework is posted on the District website.

## **9. Board Committee Reports**

### **9.01 Committee Reports**

Ms. Stringer reported on the Special Education Committee's February 16, 2024 meeting.

- Update on related-services student placements;
- Discussion of the continuum of services including the move of 504 services to the building level;
- Update on the new position of CSE/CPSE Chairperson and the benefits that having a dedicated chairperson brings to the District.

Mr. Wood reported on the School & Community Relations Committee's February 27, 2024 meeting.

- The committee reviewed the data on the viewership of the new Eagle Eye virtual newsletter;
- The committee reviewed the 2024-2025 District Calendar, which will be up for approval later in the board meeting;
- Strategic planning for Public Relations and Communications, including a proposed survey of staff, family and community members to get a better understanding of engagement.

Ms. Bass reported on the Finance Committee's February 13, 2024 meeting.

- Updates on overtime in connection with the 2023 Comptroller's audit;
- Long-range Financial plan in connection with District Goals;
- Continued discussion of budget development.

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

## **10. Board Actions**

### **10.01 District Calendar 2024-2025**



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Ms. Stringer moved and Ms. Sullivan-Nunes seconded, to approve the 2024-2025 District Calendar.

Mr. Slentz explained factors that go into preparing the District Calendar.

Vote: 7 ayes, 0 nays

### **10.02 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.

Ms. Nagarajan moved and Ms. Stringer seconded, to approve the resolutions.

Mr. Slentz announced the retirement of Eileen Berasi, ENL Teacher at Springhurst at the end of June.

Vote: 7 ayes, 0 nays

### **10.03 8th Grade Overnight Trip**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent, the Board does hereby approve the 8th grade overnight trip to Club Getaway, in Kent CT on June 13 and 14, 2024.

Ms. Hershberg moved and Ms. Stringer seconded, to approve the resolution.

Ms. Lucasey clarified that all overnight trips must be approved by the Board.

Vote: 7 ayes, 0 nays

## **11. Acknowledgements**

### **11.01 Warrants**

The Board acknowledged receipt of Warrant No. 33 and 34 - Multi.

### **11.02 Treasurer's Report**

The Board acknowledged receipt of the January 2024 Treasurer's Report.

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**12. Citizen Comments**

**12.01 Notice**

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None.

**13. Old Business**

None.

**14. New Business**

Ms. Lucasey announced that the Finance Committee meeting scheduled for 4:30 p.m. on March 12, 2024, would be open to all Board members and that if we have a quorum of anticipated members, the meeting would be noticed to the public as a Special Meeting–Finance Committee.

**15. Upcoming Meetings**

**15.01 Calendar**

Tuesday, March 19, 2024 - 7:00 PM - Board Room

- Business Meeting

Tuesday, April 2, 2024 - 7:00 PM - MS/HS Library

- Business Meeting

Tuesday, April 16, 2024 - 7:00 PM - MS/HS Library

- Business Meeting - Budget Adoption

**16. Adjournment**

Ms. Bass moved and Ms. Stringer seconded, to adjourn the meeting at 8:20 pm.



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Vote: 7 ayes, 0 nays

Elizabeth Saperstein  
District Clerk