

BOARD OF EDUCATION
OSSINING UNION FREE SCHOOL DISTRICT
Ossining, NY

Regular Meeting/Executive Session
Roosevelt Education Center

24 October 2007
Regular Meeting: 7:30 p.m.
Executive Session: Following

DRAFT MINUTES

Present: Ms. Alice Joselow, *President*; Mr. Robert L. Wolf, *Vice President*; Mr. Irwin J. Kavy, Mr. Bill Kress, Ms. Dana Levenberg, Ms. Cindy Winter

Others

Present: Dr. Phyllis Glassman, *Superintendent of Schools*; Mr. Raymond Sanchez, *Deputy Superintendent*; Ms. Angela White, *Assistant Superintendent for Elementary Education and Administrative Services*; Ms. Linda Carpenter, *Executive Director for Finance and Operations*

Absent: Ms. Amanda Curley (out of county)

I. Call to Order

President Alice Joselow called the 24 October 2007 Regular Meeting of the Board of Education to order at 7:33 p.m.

II. Pledge of Allegiance

Honorable William Hanauer, Mayor, Village of Ossining led all those present in the Pledge of Allegiance.

III. Comments from Student Representative to the Board

Student Representative to the Board, Michelle Dyer, commented on the following: Siemens Westinghouse semifinalist Lee Saper, Stop the N-Word, Powder Puffs, Varsity Football at Harrison, and the College Fair at OHS.

IV. Comments from PTA Council Representative to the Board

Pat Lofaro commented on the following: Parent Guide to Transitioning, discussion of other community fundraising events, book fair, "Parents Who Host Lose the Most", t-shirts, Joint Elementary PTA Council Meeting 10/15; class pictures and gift wrap fundraiser, Latin American Journey, Native American celebration, Performing Arts Center trip, Pumpkin Patch at Roosevelt School, Open Gates After School Program, bake sale 11/6, newsletter, Brookside Back to School Night, Fall Book Fair, enrichment programs, Hispanic Heritage Month, School Photo Day, thank you to Felix Flores, Ferzeen Bahana and staff.

V. Special Presentation

Superintendent of Schools Dr. Phyllis Glassman shared a few brief remarks in celebration of Board of Education Recognition Week. Deputy Superintendent Ray Sanchez and Assistant Superintendent Angela White presented each Board member with a book and a student photograph of Ossining. Village of Ossining Mayor William Hanauer read a proclamation from the Village. Proclamations were also received from Assemblywoman Sandra Galef, Town of Ossining Supervisor John Chervokas and Village of Briarcliff Mayor William Vescio.

VI. Work Session

- ***Review Enrollment Projections for 2008-2009***

Annually at this time of the school year the Board of Education reviews enrollment projections for the forthcoming school year and beyond. These projections are used as a part of the budget development process to guide us in determining staffing needs. Director of Technology Carol Ann Lee was joined by Ms. Bonnie Cap and Ms. Joan Townley of Western Suffolk BOCES to provide a brief presentation pertaining to our enrollment projections. We contract with Western Suffolk BOCES to complete the annual enrollment projections and to update our long term enrollment projections.

The presentation was followed by questions from the Board of Education.

Following Board questions, Dr. Phyllis Glassman presented PowerPoint charts regarding Enrollment Projections for the 2008-2009 school year. This presentation was followed by questions from the Board of Education.

Board of Education members reached consensus regarding the projected enrollments as the official enrollments to be used to project staffing needs within the Proposed 2008-2009 School Year Budget.

The following audience members were recognized:

Debbie Linehan
Jeanette Jordan, Iroquois Road
Catherine Borgia, Audubon Drive
Beth Sniffen

- ***Review Elementary Schools Class Size Policy and Goal***

Annually the Board of Education reviews the Class Size Policy and Goal.

VII. Audience Recognition – *Agenda Items Only*

None

VIII. Regular Meeting

Section A -- Business of the Board

Bill Kress moved and Robert Wolf seconded the motion to move Resolutions A-1 through A-4a.

A-1 Motion to Accept the Minutes of the Regular Meeting of 26 September 2007

I move that the Board of Education approve the minutes of the Regular Meeting of 26 September 2007.

A-2 Motion to Accept the Minutes of the Special Meeting of 10 October 2007

I move that the Board of Education approve the minutes of the Special Meeting of 10 October 2007.

A-3 Motion to Accept Enrollment Projections for the 2008-2009 School Year

I move that the Board of Education accept the enrollment projections derived from the report prepared by demographer Ms. Bonnie Cap and recommended by the Superintendent of Schools on the enrollment charts provided, for purposes of staffing and budget planning for the 2008-2009 school year.

A-4 Resolution Adopting the Energy Management Conservation Guidelines

WHEREAS, the Board of Education understands that the primary mission of the Ossining Union Free School District is to provide each of our students the best possible education while at the same time being responsible to the community by managing costs and,

WHEREAS, public education can provide leadership in developing a realistic energy ethic and awareness of energy needs and costs,

THEREFORE, the Board of Education of the Ossining Union Free School District supports the recommended guidelines for energy conservation as outlined in the following pages.

A-4a Motion to Adopt Revised Policy File #2350 – Board Meeting Procedures as a First Reading

I move that the Board of Education adopt revised Board of Education Policy #2350 – Board Meeting Procedures as a First Reading.

Motion carried: 6--0

Irwin Kavy moved and Cindy Winter seconded the motion to move Resolution A-5.

A-5 Resolution Regarding Recognition of Mr. Raymond R. Sanchez in Honor of Receiving the Prestigious Raymond R. Delaney Memorial Scholarship Award from the New York State Council of School Superintendents

WHEREAS, the entire New York State Council of School Superintendents recently honored Ossining School District Deputy Superintendent Mr. Raymond R. Sanchez; and

WHEREAS, the New York State Council of School Superintendents (NYSCOSS) presented Mr. Sanchez with the coveted Raymond R. Delaney Memorial Scholarship at its Opening Ceremonies of the NYSCOSS Fall Conference on Sunday, 30 September 2007; and

WHEREAS, the scholarship and award recognized the professional and academic credentials of Mr. Sanchez as well as the desire to serve in the field of educational administration including the superintendency; and

WHEREAS, Mr. Sanchez earned this distinction through his leadership and accomplishments; and

WHEREAS, Mr. Raymond Sanchez exemplifies the vision, values, and expectations reflected by the Board of Education and District in placing children first and promoting equity and excellence;

NOW THEREFORE BE IT RESOLVED, that the Board of Education and Superintendent of Schools recognize Mr. Raymond R. Sanchez for the New York State honor bestowed upon him by the New York State Council of School Superintendents and celebrate his vision, leadership, accomplishments, and aspirations.

Motion carried: 6--0

Section B – Curriculum and Instruction

Robert Wolf moved and Dana Levenberg seconded the motion to move Resolution B-1.

B-1 Motion to Accept Recommended Placements of Special Education Students

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 September 20, 21, 25, 27, 28 and October 1, 2, 3, 4, 5, 10, 11, 12, 15, 16, 17 and direct the administration to arrange for the appropriate placement as set forth.

Motion carried: 6--0

Section C - Business Matters

Irwin Kavy moved and Bill Kress seconded the motion to move Resolutions C-1 through C-7 and C-9.

C-1 Motion to Approve Treasurer’s Report for the Month of July 2007 and Student Funds Treasurer’s Report for July – September 2007

I move that the Treasurer’s Report for the month of July 2007 and the Student Funds Treasurer’s Report for July – September 2007 be approved and placed on file with the District Clerk.

C-2 Motion to Approve Budget Report for the Month of July 2007

I move that the Board of Education approve the Budget Report of July 2007 as presented.

C-3 Resolution Regarding Acceptance of Funds for Driver Education Program

RESOLVED: That the Board of Education hereby acknowledges the receipt of \$13,750 for the Driver Education Program, and upon recommendation of the Superintendent of Schools, hereby increases the General Fund budget as listed below in this amount. The offsetting revenue code shall be A-1335-000, “Other Student Fees and Charges.”

BE IT FURTHER RESOLVED: That the total amount of \$13,750 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Amount</u>	<u>Description</u>
A-2330-405-00-1900	\$13,750	Driver Education Consultant

C-4 Resolution Regarding Acceptance of Gift - \$70,000 from the Curran Foundation

RESOLVED: That the Board of Education hereby acknowledges with thanks a gift in the amount of \$70,000 from the John P. & Constance A. Curran Foundation, and upon recommendation by the Superintendent of Schools, hereby increases the First Steps budget in this amount. The funds will be accounted for in the Special Aid Fund. The offsetting revenue shall be FST3-2770-000, Miscellaneous Revenue.

C-5 Resolution Regarding Acceptance of Gifts - \$184 from Target

RESOLVED: That the Board of Education hereby acknowledges with thanks the gifts totaling \$184 given by Target and their *Take Charge of Education* Program, and upon recommendation by the Superintendent of Schools, hereby increases the General Fund budget as detailed below. The offsetting revenue shall be A-2705-000, “Gifts and Donations.”

BE IT FURTHER RESOLVED: That the total amount of \$184 be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Amount</u>	<u>Description</u>
A-2110-500-12-0000	\$33	Instructional Supplies – AMD
A-2110-500-14-0000	52	Instructional Supplies – Claremont
A-2110-500-15-0000	99	Instructional Supplies – Park

C-6 Resolution Regarding Amendment to the John-Paul Rodrigues Scholarship Agreement

RESOLVED: That the Board of Education accepts the above-written amendment to Item 4 of the John-Paul Rodrigues Scholarship Agreement.

C-7 Resolution Regarding Acceptance of Infinite Campus Contract

BE IT RESOLVED, that the Board of Education empowers and directs the President to execute the attached contract with Southern Westchester BOCES LHRIC for the *Infinite Campus* student information system on behalf of the Ossining Union Free School District.

C-9 Resolution Regarding Acceptance of Grant from Ossining MATTERS

RESOLVED: That the Board of Education hereby acknowledges with thanks a gift in the amount of \$10,300 from Ossining MATTERS, and upon recommendation by the Superintendent of Schools, hereby increases the 2007-08 Special Aid Fund budget by this amount. The offsetting revenue code shall be F-2770-000, "Gifts and Donations."

BE IT FURTHER RESOLVED: That the \$10,300 be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Amount</u>	<u>Description</u>
OSSM-7532-151-00-O	\$ 700	Ossining MATTERS - Salaries
OSSM-7532-200-00-O	1,500	Ossining MATTERS - Equipment
OSSM-7532-500-00-O	3,300	Ossining MATTERS - Supplies
OSSM-7532-405-00-O	4,800	Ossining MATTERS - Consultants

Motion carried: 6--0

Robert Wolf moved and Dana Levenberg seconded the motion to move Resolution C-8.

C-8 Resolution Regarding Establishment of The Power of Peace Club at OHS

RESOLVED: Upon recommendation of the Superintendent of Schools, the Ossining Board of Education hereby authorizes the formation of the club named *The Power of Peace* as a student-run organization.

BE IT FURTHER RESOLVED: Revenue and expenditure of the *The Power of Peace* Club be accounted for in the Student Activity Fund Account.

Motion carried: 6--0

C-10 Claims Audited and Paid – For Information Only

Section D - Personnel Matters

Irwin Kavy moved and Robert Wolf seconded the motion to move Resolutions D-1 through D-11.

D-1 Resolution Regarding Rescinding Professional Staff Appointments

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

<u>Name</u>	<u>Title or Tenure Area</u>	<u>Cert. Status</u>	<u>Step</u>	<u>Salary</u>	<u>Appt Type</u>	<u>Building</u>	<u>% Time</u>	<u>Effect. Date</u>	<u>Termination Date</u>
Nancy Variano	Club Advisor NYU Research Prog.	Perm. Physical Educ.	N/A	N/A	Annual	OHS	100%	9/5/07	6/24/08
Emerly Martinez	Club Advisor NYU Research Prog.	Perm. Social Studies 7-12	N/A	N/A	Annual	OHS	100%	9/5/07	6/24/08

D-2 Resolution Regarding Professional Staff Appointments

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

<i>Name</i>	<i>Title or Tenure Area</i>	<i>Certif. Status</i>	<i>Degree Status</i>	<i>Step</i>	<i>Salary</i>	<i>Appt. Type</i>	<i>% Time</i>	<i>Effect. Date</i>	<i>Expir. Date</i>	<i>Building</i>	<i>Fund Source</i>
Susan Cable	Special Education	Perm. Spec. Educ., N-6	N/A	N/A	22,026 (Revised)	Temporary	1 extra period/ 5 days/wk.	9/5/07	6/30/08	OHS	General
Joanne Ahearn	ESL	Perm. French 7-12, Spec. Educ., N-6	N/A	N/A	20,274 (Revised)	Temporary	1 extra period/ 5 days/wk.	10/1/07	6/30/08	OHS	General
Barbara Knowles	ESL	Initial ESL, Prov. Spanish 7-12	N/A	N/A	14,232 (Revised)	Temporary	1 extra period/ 5 days/wk.	10/1/07	6/30/08	OHS	General

D-3 Resolution Regarding a Civil Service Appointment

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

<i>Name</i>	<i>Appointment Type/Date</i>	<i>Job Title</i>	<i>Building</i>	<i>Salary</i>	<i>% Time</i>	<i>Effect. Date</i>	<i>Expir. Date</i>	<i>Fund Source</i>
Edward Lane	Probationary appointment effective 10/17/07 to become permanent 10/17/08, unless otherwise terminated	Night Custodian	Roosevelt	45,024	100%	10/17/07	10/17/08	General

D-3a Resolution Regarding a Support Staff Appointment

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

<i>Name</i>	<i>Cert. Status</i>	<i>Job Title</i>	<i>Building</i>	<i>Step</i>	<i>Salary</i>	<i>% Time</i>	<i>Fund Source</i>	<i>Effect. Date</i>	<i>Expir. Date</i>
Martha Sendon	N/A	School Monitor	Roosevelt	1	16,162	100%	General	10/25/07	6/30/08

D-4 Resolution Regarding Rescinding a Civil Service Staff Appointment – Before/After School Program

I move that upon the recommendation of the Superintendent of Schools the Board of Education rescind the Civil Service staff appointment so noted.

<i>Name</i>	<i>Appointment Type</i>	<i>Position/Program</i>	<i>Bldg.</i>	<i>Salary</i>	<i>Fund</i>	<i>Effective Da</i>	<i>Expiration Date</i>
Carla Leonard	Annual	Clerical / HEROES	Claremont	19.40/Hr.	General	10/9/07	12/14/07

D-5 Resolution Regarding Rescinding a Support Staff Appointment – Before/After School Program

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

<i>Name</i>	<i>Appt. Date</i>	<i>Expir. Date</i>	<i>Job Title</i>	<i>Cert. Status</i>	<i>Program/Building</i>	<i>Step</i>	<i>Hourly Rate</i>
Carla Leonard	10/16/07	1/10/08	Teaching Assistant	Continuing Cert.	ELA Academy - Brookside	6	15.25/hr.

D-6 Resolution Regarding Professional Staff Appointments – Before/After School Program

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

<i>Name</i>	<i>Cert. Status</i>	<i>Step</i>	<i>Salary</i>	<i>Appt Type</i>	<i>Program</i>	<i>Building</i>	<i>% Time</i>	<i>Effect. Date</i>	<i>Expir. Date</i>
Asuncion Diaz-Suero	Perm. N-6, Bilingual (Elem.)	2 (Revised)	48.08/hr.	Annual	ESL Before School Program	Brookside	1 hr./ 2 days/wk.	10/16/07	1/10/08
Marcie Variano	Perm. N-6	4	55.47/hr.	Annual	Rise and Shine	Park	1 hr./ 2 days/wk.	10/16/07	5/15/08
Margaret Eynon	Perm. N-6	5	59.54/hr.	Annual	Rise and Shine	Park	1 hr./ 2 days/wk.	10/16/07	5/15/08
Carmen Tolosa	Initial 1-6	2	48.08/hr.	Annual	Rise and Shine	Park	1 hr./ 2 days/wk.	10/16/07	5/15/08
Lourdes Peralta	Perm. N-6, Bilingual	3	51.36/hr.	Annual	Rise and Shine	Park	1 hr./ 2 days/wk.	10/16/07	5/15/08

D-6a Resolution Regarding Civil Service Staff Appointments – Before/After School Programs

I move that upon the recommendation of the Superintendent of Schools the Board of Education approve the Civil Service staff-Before/After School Program appointments for the persons so noted.

<i>Name</i>	<i>Appoint. Type</i>	<i>Position / Program</i>	<i>Bldg.</i>	<i>Fund Salary</i>	<i>Staff Source</i>	<i>Effective Date</i>	<i>Expiration Date</i>
Alice Habina	Annual	Nurse - HEROES	Claremont	38.87/hr.	General	10/25/07	12/14/07
Karen Heintl	Annual	Clerical - HEROES	Claremont	15.38/hr.(Revised)	General	10/9/07	12/14/07

D-7 Resolution Regarding Support Staff Appointments – Before/After School Programs

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

<i>Name</i>	<i>Start Date</i>	<i>Expir. Date</i>	<i>Job Title</i>	<i>Cert. Status</i>	<i>Program</i>	<i>Building</i>	<i>Step</i>	<i>Hourly Rate</i>
<u>AMD</u>								
Tracy DeFreitas	10/15/07	6/13/08	Teaching Assistant	Pending Level 1	AMD STAR Program	AMD	1	13.32/hr.
Kellylynn Brackenrig	10/15/07	6/13/08	Teaching Assistant	Continuing	AMD STAR Program	AMD	2	13.71/hr.
<u>CLAREMONT</u>								
Belma Molde	10/25/07	12/14/07	Teaching Assistant	Continuing	HEROES	Claremont	4	14.48/hr.
Michelle Deery	10/25/07	12/14/07	Teaching Assistant	Level 1	HEROES	Claremont	1	13.32/hr.
Rosa Hunt	10/25/07	12/14/07	Teaching Assistant	N/A	HEROES	Claremont	2	13.71/hr.
Luz Lizardo	10/15/07	12/14/07	Teaching Assistant	Pending Level 1	HEROES	Claremont	1	13.32/hr.

D-8 Resolution Regarding Staff Supplementary Contracts

I move that upon the recommendation of the Superintendent of Schools the Board of Education approve the supplementary contracts for the persons so noted.

<i>Name</i>	<i>Activity</i>	<i>Compensation</i>
Brendan Webb	Assistant Coach, Varsity Ice Hockey	\$ 3,084.00
Nancy Variano	NYU Research Advisor	\$ 1,558.00
Emerly Martinez	NYU Research Advisor	\$ 1,558.00
Jacob Windmar	Costumer/Choreographer for Children’s Play	\$ 1,458.00
Michael Tiner	Junior States of America Advisor	\$ 1,558.00
Nicholas Arenholz	Intramural Football Coach	\$ 483.00

D-9 Resolution Regarding Per Diem Substitute Teacher Appointments

I move that upon the recommendation of the Superintendent of Schools the Board of Education approve the Per Diem Substitute Teacher appointments for the persons so noted.

<i>Cert.</i>	<i>Name</i>	<i>Subject or Grade Level</i>
C	Bassin, Dennis	K-12 - Biology, Chemistry & Science
C	Brodkin, Sharon	K- Gr. 12 - Math, Science & History
C	Weeks, Christine	Pre-K-Gr. 8 - P.E.
NC	Farez, Jaime	Student Teacher OHS
NC	Hallinan, Nicole	Pre-K - Gr. 5
NC	Huntt, Rosa	CLAREMONT - ONLY
NC	Masiero, Kellie	OHS- ONLY - AMD & OHS Mon. (Jan-May OHS ONLY)
NC	Sylvester, Lesley	Pre-K-Gr. 5 Avail. School Vac.

D-10 Resolution Regarding a Support Staff Request for Leave of Absence

I move that upon the recommendation of the Superintendent of Schools the Board of Education approve the leave of absence for the Teaching Assistant so noted.

<i>Name</i>	<i>Building</i>	<i>Category or Tenure Area</i>	<i>Leave Start</i>	<i>Leave End</i>	<i>Reason</i>
Carla Leonard	Brookside	Continuing	10/22/07	12/17/07	Medical Leave

D-11 Resolution Regarding School Volunteers

I move that the persons listed on the following page be appointed by the Board of Education as school volunteers for the 2007-2008 school year.

<i>Name</i>	<i>Volunteer Title</i>	<i>Type</i>
Cindy Overacker	Parent – Claremont	PTA School Store
Theresa May-Wixted	Parent – Claremont	PTA School Store

Motion carried: 6--0

D-12 Resolution Regarding a Professional Staff Request for Leave of Absence (For Information Only)

<i>Name</i>	<i>Building</i>	<i>Category or Tenure Area</i>	<i>Leave Start</i>	<i>Leave End</i>	<i>Reason</i>
Alexa Achon-Cabrera	AMD	Psychologist K-12	10/17/07 (Revised)	1/16/08	FMLA Leave

IX. Audience Recognition

Pat Lofaro, Sherwood Avenue
Bobby Williams, Spring Street

X. Board Committee/Liaison Reports and Board Dialogue

The following topics were addressed during Board Dialogue:

- Ossining MATTERS Annual Race
- Ossining Cultural Arts Advocates
- New Castle – WENT Presentation
- Intermunicipal Meeting
- NYS Police Seminar – Safety and Security of Ossining Schools
- OHS College Fair
- Policy meeting at Teachers Center
- Ossining Rotary and Annual Awards, November 5, 2007
- Job Fair
- DARE Program at AMD
- Communities That Care
- Reviving Green Ossining
- PTA Meetings and Parent Guide for transitioning students
- Pat Lofaro designated Board/PTA Liaison
- Literacy Coaches Meeting
- PBIS Training through Communities That Care
- Family Ties and Open Door recognition of Social Workers
- School Bell
- NYSSBA 2007 Conference
- The Journal News article on Mt. Vernon
- American School Board Journal
- Board Policy change: parent groups to speak at Board meetings
- School Board Recognition Week
- Discipline Committee Meeting
- Ossining Pride
- Westchester Putnam School Boards Association Joint Dinner, November 8, 2007
- BOCES Tour, November 13, 2007
- Alliance of Black Educators
- Project Earthquake: No N-Word

XI. Motion to Enter into Executive Session

At 10:34 p.m. Robert Wolf moved and Bill Kress seconded the motion to enter into Executive Session for the purpose of discussing personnel matters.

Motion carried: 6--0

No formal action was taken.

XII. Motion to Reconvene the Regular Meeting

At 11:11 p.m. Irwin J. Kavy moved and Bill Kress seconded the motion to reconvene the Regular Meeting of 24 October 2007.

Motion carried: 6--0

XIII. Adjournment

At 11:11 p.m. Irwin J. Kavy moved and Bill Kress seconded the motion to adjourn the 24 October 2007 Regular Meeting of the Board of Education.

Motion carried: 6--0

Kathleen M. Beirne
District Clerk