

BYRAM HILLS SCHOOL DISTRICT
ARMONK, NY
TUESDAY, OCTOBER 6, 2015
BOARD OF EDUCATION MEETING
Budget Committee: 6:45 p.m.
Audit Committee: 7:00 p.m.
Meeting: 7:15 p.m. (Proposed Executive Session)
Public Meeting: 7:30 p.m.

DATE: October 6, 2015

TIME: 7:30 p.m. Public Meeting

PLACE: Board Room in District Office

<p>PRESENT: Board of Education Members Present</p> <p>Ms. Robin Glat, President Mr. Summers, Vice President Dr. Alban Burke Mr. Scott Levy Ms. Joyce Meiklejohn Mr. Michael Sanders</p>	<p>Absent</p> <p>Mr. Ira Schulman</p>
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STAFF MEMBERS PRESENT:

Dr. William Donohue, Superintendent
Mr. Gregory Carlson, Assistant Superintendent for Business and Management Services, District Clerk
Dr. Tim Kaltenecker, Assistant Superintendent for Curriculum and Instruction
Ms. Jen Lamia, Assistant Superintendent for Human Resources

1. Call to Order

At 8:20 p.m. the public meeting was called to order by Board President, Ms. Glat.

Ms. Glat welcomed the District administrators to the meeting. Prior to the meeting, the Budget Committee convened and the Audit Committee met with the auditor. Executive Session was held at 7:55 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance followed.

3. Proposed Executive Session upon Board Approval

The Board met in Executive Session at 7:55 p.m. to discuss the following two items:

- 3.1 Legal Matter - Individual Student**
- 3.2 Legal Matter - Individual Student**

4. Comments from the Public

There were no comments at this time.

5. Revision and Adoption of Agenda

Item 8.1 (Acceptance of Donation from Universal Builders Supply, Inc.) was deleted from the agenda and the external auditor's presentation was moved to begin prior to the beginning of the Curriculum Conversation.

A motion was made by Mr. Summers and seconded by Mr. Levy to adopt the agenda as amended. Vote: 6-yes 0-no. Motion carried.

A motion was made Mr. Summers and seconded by Mr. Sanders to adopt **Item 6: Consent Agenda - Personnel; Item 7: Consent Agenda - Special Services; and Item 8: Consent Agenda - Business** as amended. Vote: 6-yes 0-no. Motion carried.

6. Consent Agenda - Personnel

6.1 Teacher Leaves:

- 6.1.1 Employee 504, Special Ed., WA, FMLA, effective 9/16/15-12/10/15
- 6.1.2 Sarah Brocia, Science, BHHS, Childcare, effective 11/16/15-1/15/16
- 6.1.3 Employee 1021, Psychologist, WA, FMLA, effective 9/24/15-10/30/15

6.2 Regular Substitute Appointment:

- 6.2.1 Charles Calhoun, Science, BHHS, extend appointment from 8/25/15-11/13-15 to 8/25/15-1/15/16

6.3 CSEA Resignation for the Purpose of Retirement:

- 6.3.1 Yolanda Garcia, Custodial Worker/Bus Driver, O&M, effective 11/30/15

6.4 CSEA Resignation:

- 6.4.1 Kate Demagistris, Monitor, Transp., effective 9/25/15

6.5 CSEA Probationary Appointment:

- 6.5.1 Monica Cole, Teacher Aide, CH, effective 9/25/15

6.6 CSEA Part-time Availability Appointments:

- 6.6.1 Dorothy Raman, Substitute Lunch Monitor, DW, effective 10/07/15
- 6.6.2 Mr. Sanders Herrelle, Substitute Cleaner, DW, effective 10/07/15

6.7 Fall Coaching Appointment:

- 6.7.1 Colin O'Connor - Asst. Varsity Girls Swim Coach, effective 9/24/2015

6.8 Extracurricular Appointments - Wampus:

- 6.8.1 Assistant Musical Director - Stephanie Messana
- 6.8.2 Technical Director - Janet Thompson
- 6.8.3 NYSSMA - Ken Pearson, David Wolfe

6.9 Extracurricular Appointments 2015-16 - H. C. Crittenden Middle School: See attached list.

6.10 Substitute Teacher Appointments:

- 6.10.1 Claudia Blasone, effective 9/24/15
- 6.10.2 Mr. Levy Kohn, effective 10/05/15

6.11 Game Supervisor Appointments for the 2015-16 School Year:

- Jim Bascone, Michele Wade, Peter Prysclak

7. **Consent Agenda - CSE/SubCSE/CPSE Recommendations**

8. **Consent Agenda - Business**

8.1 **DELETED**: *Acceptance of Donation from Universal Builders Supply, Inc.*

8.1 Authorization to Execute Final Contract (Form AS-7) with Southern Westchester BOCES for the 2014-15 Fiscal Year

Resolved, that the Board authorized the Board President to execute the final contract (Form AS-7) with Southern Westchester BOCES for the 2014-15 fiscal year.

8.2 Authorization to Execute Instructional Service Agreements with the Harrison Central School District for the 2014-15 and 2015-16 Fiscal Years

Resolved, that the Board authorized the Board President to execute the Instructional Service Agreement with the Harrison Central School District for the 2014-15 and 2015-16 fiscal years.

9. **SPECIAL REPORT: Curriculum Conversation: Administrative Goals 2015-2016**

The administrators were present to discuss their 2015-2016 Administrative Goals.

<p>Special Services: Ms. Jill Boynton, Director of Special Services K-12, Health Services Ms. Karen Kushnir, Assistant Director of Special Services Pre K-12 Ms. Sue Adams, Coordinator of Health Services</p>	<p>Athletics, P.E. and Health: Mr. Rob Castagna, Director of Athletics, P.E. and Health Education</p>
<p>Fine Arts: Mr. Deepak Marwah, Director of Fine Arts</p>	<p>Technology: Dr. Andrew Taylor, Director of Technology, CIO</p>
<p>Maintenance: Mr. Steve Thompson, Director of School Facilities, Operations & Maintenance</p>	<p>Transportation: Ms. Cheryl Fitzgibbons, Supervisor of Transportation</p>
<p>Byram Hills High School : Mr. Christopher Borsari , Principal Mr. Christopher Walsh, Assistant Principal Dr. Ken Cotrone , Assistant Principal</p>	<p>H.C. Crittenden School: Dr. H. Evan Powderly, Principal Ms. Kim Lapple, Assistant Principal</p>
<p>Wampus School: Mrs. Debra Cagliostro, Principal Mrs. Judy Brewster, Assistant Principal</p>	<p>Coman Hill School: Mrs. Peggy McInerney, Principal Mrs. MaryBeth Crupi, Assistant Principal</p>
<p>Chairpersons: ENGLISH Mr. Duane Smith, English Chairperson GUIDANCE Dr. Mr. Sanders McGrath, Guidance Chairperson MATHEMATICS Ms. Lisa Pellegrino, Math Chairperson</p>	<p>SCIENCE Ms. Debra Cayea, Science Chairperson SOCIAL STUDIES Ms. Jennifer Laden, Social Studies Chairperson WORLD LANGUAGES Ms. Melissa Stahl, World Languages Chairperson</p>

Dr. Kaltenecker introduced the administrators participating in the evening’s Curriculum Conversation. He noted this is a critical time in education with public education being scrutinized, controversy placed on standardized testing, as well as a loss of local control. He noted how students now have a different set of skills framed by technology. Dr. Kaltenecker reported how the administrators, during their July 2015 Administrative Retreat, reflected upon building and departmental goals and then formulated essential questions in order to open dialogue among the administrators. He reported that the focus of the questions is to support the District mission: creating leaders of the next generation.

Dr. Taylor, Director of Technology, discussed his question, which was “Is knowing obsolete?” The question, although having the fewest number of words, is by no means small. Dr. Taylor thought about what Einstein said which was that he never memorized information that can be looked up in a book. He commented that with the Byram Hills Chrome Book initiative, the District is putting information in students’ hands. He asked, “With this much information in their hands, what does that mean for education today?” Knowing skills is going to be far different from knowing information. Dr. Taylor explained that we can help students understand their rights and responsibilities as digital citizens and foster that spirit of inquiry, but within an intellectual scope.

Dr. Kaltenecker asked Ms. Laden, Social Studies Chairperson, about the role of inquiry in Social Studies. Ms. Laden discussed how inquiry can deepen a students’ understanding of historical information. She noted that years ago it sufficed for students to memorize dates, facts, etc., but now students are expected to understand deeply and evaluate their sources.

Dr. Kaltenecker asked Ms. McInerney, Coman Hill Principal, about her question on inquiry, “How can inquiry empower lifelong learning?” She noted that when children enter Coman Hill, they naturally ask many questions. Historically, teachers have taught them answers to their questions. She explained that the shift in today’s world is building a culture of inquiry, and students need a skill-set to perform this.

Ms. Lapple, H.C. Crittenden Assistant Principal, asked, “How do we foster a culture that pursues curiosity, responsibility, and reflection?” Ms. Lapple responded that the middle school spent much time building “community” and these three behaviors are critical for community. She reported that the teams are very involved in service through the middle school’s initiative of “#kindness.” She commented on how the middle school is researching new ideas on how to continue its pursuit of curiosity, responsibility and reflection.

Dr. Kaltenecker reported that Ms. Cagliostro, Principal at Wampus, is doing work through Growth Mindset. Her question was, “How can a Growth Mindset shape one’s approach to teaching and learning?” Ms. Cagliostro discussed the difference between a fixed mindset and a growth mindset. She explained that growth mindset is backed-up by brain research and imaging, noting that intelligence can be grown. She explained that once children believe it, they can always do better. If they have a growth mindset, they think that learning is something they can improve upon. When students feel ownership of their learning, they can see that trying to learn something new is a powerful way of learning.

Dr. Taylor spoke about the technology curriculum and helping students deal with the fear of failure. He reported that the technology curriculum was redesigned to cover one third robotics, one third coding and one third multimedia design. The curriculum has been structured to enable students to carry out a series of challenges using various resources. He commented that in a classroom setting, a teacher can observe five different groups of students using different means of learning. He noted that in robotics, students actually jump up and down after completing an assignment and looking forward to continuing their work on their assignments - not for the grades, but for the challenge.

Ms. Meiklejohn added that she thoroughly enjoyed the Curriculum Conversation using the new question format. She commented that based on her background in philosophy, which teaches you how to think and not what to think, leads to flexible thinking. She discussed students working beyond a grade level and giving them something else that they can internalize.

Mr. Summers commented that he would like to see the Board involved in this thinking. He doesn’t think the Board will be an anchor but when discussions are held on what the community wants, the Board can help in that conversation, and hopes they will become involved. Dr. Donohue added that he could not recall a Curriculum Conversation that ever ignited such a large group conversation. He added that the Board was excited about it because it’s a positive counter to where the state is telling us to direct our energy. Ms. Glat added when she first read these questions, she noted some of it was uncomfortable, but a good kind of uncomfortable and she congratulated the team for entering this

unchartered territory. Mr. Sanders added that when he thinks of this, he thinks of artificial intelligence, and this is at the forefront.

Dr. Kaltenecker then addressed Mr. Deepak Marwah, Director of Fine Arts. Mr. Marwah noted that traditionally, Fine Arts was involved with learning a skill. His question was, “How can arts education help our students value culture, creativity and communication?” Mr. Marwah noted it is a huge question which was explored in a Google+ community, in observations and other venues and speaks to the 21st century leader. He said they’ve always taught students how to create art. Now, how do we teach valuing the culture of it and why art is important.

Dr. Kaltenecker then asked Mr. Castagna, Director of Athletics, about his question, “What does it mean to live a healthy and productive lifestyle?” Mr. Castagna said everyone wants to be healthy. Health, as we know it today, has many components: physical, health, emotional, social and mental. He is touching on all of the components and piggybacking on some things already taking place in the District, such as the Student Peer Leadership Program.

Dr. Kaltenecker then asked the Director of Special Services, Ms. Jill Boynton, her question, “What is success for students with disabilities?” Ms. Boynton commented that the question should promote and offer an opportunity to work with our staff. She would like this question to be a platform to review items such as what are we doing, what are our programs, and what programs can be expanded.

The final question discussed was from Ms. Stahl, World Languages Chairperson, “How can exploration promote global competency?” She explained that global competency involves investigating the world and recognizing perspective. Fluency is still a goal, however, there is also now a thematic approach to interconnect with peers around the world and have deeper conversations.

Mr. Smith, English Chairperson, added that global competency is also being seen in the English classroom. The English classroom no longer consists of writing a paper and the teacher reading it. They are realizing there is such a wide audience and that student writings can reach across the globe in a nanosecond. He is looking at how literacy itself is changing, for example, blogs.

Dr. Donohue added that students will live in a much more international world. In addition to STEAM, the other side of the moon is also important (English and social studies). He said the “other side of the moon” is internationalism and the tunnel through the moon is the Arts - it belongs on both sides.

The Curriculum Conversation concluded at 9:27 p.m. A short break was taken to allow the administrators to depart. Ms. Glat thanked them for the conversation. The meeting resumed at 9:31 p.m.

10. New Business

10.1 Adoption of 2016-2017 Board Budget Development Materials

Mr. Carlson discussed the documents in the budget development materials, the focus on the K-12 approach and the challenges of budget development.

A motion was made by Mr. Summers and seconded by Mr. Levy to adopt the 2016-17 Budget Committee Charge, Budget Calendar and Budget Guidelines. Vote: 6-yes, 0-no. Motion carried.

10.2 Acceptance of External Audit Report for the 2014-2015 Fiscal Year

Dominick Consolo of O’Connor Davies, LLP presented a review of the External Audit Report. The audit was completed for the school year ending June 30, 2015. Mr. Consolo provided the Board with documents prior to the meeting (the financial report, the extra-classroom activity funds report and the management letter). He reviewed the highlights of the General Fund report, including positive variances and surplus. He added that the District had an excellent year

financially and is in excellent financial health; even better than last year. Ms. Glat thanked Mr. Carlson and Ms. Palamarczuk, District Treasurer, for their work.

A motion was made by Mr. Levy and seconded by Mr. Summers to accept the 2014-15 External Audit Report, Extraclassroom Activity Fund Report, Single Audit Report, Management Letter and Response Plan. Vote: 6-yes, 0-no. Motion carried.

10.3 Approval of District Technology Plan 2015 - 2018

Dr. Andrew Taylor presented the 2015-2018 District Technology Plan. The purpose of the plan is to ensure eligibility for New York's Smarter Schools Bond Funds, E-rate Funds, and any No Child Left Behind grant money that may still be available. He reviewed the components and the vision to leverage technology to improve communication, collaboration, critical thinking, creativity and community (the 5 C's of 21st Century Learning) while making instruction more efficient and effective. He discussed the areas of focus for the District and the three areas of financial focus in the plan: 1) Expand or maintain mobile devices and replenish desktops throughout the District, 2) Ensure that the wireless network continues to be robust and saturated enough to handle the increasing demand, and 3) Replace aging interactive whiteboards with modern interactive presentation stations.

Mr. Summers asked how the District can avoid the same problem just described with the aging white boards. It was explained that updating all of the classrooms simultaneously will mean that all the equipment will be obsolete at the same time. Dr. Taylor commented that Chrome Books have a three to five year lifespan and white boards have a longer life span and can be phased in. Mr. Sanders noted that Wi-Fi may change as well as the bandwidths evolve, thus leading to a new generation of Wi-Fi.

Dr. Taylor reported that the Technology Plan will be submitted first, followed by a Technology Financial Plan that outlines what was discussed. He explained that the Smart Bond Funds will help fund the wireless system, projectors and devices, however, it will not fund technology services.

Dr. Taylor then discussed some of the details of the new STEAM grant which is being funded by the Byram Hills Education Foundation in the amount of \$90,000. The Board of Education accepted the STEAM grant as a "dedicated giving" grant from the BHEF at the October 6, 2015 Board of Education meeting. The areas covered under this STEAM grant are for Professional Development, Coding, Robotics, Electronics and 3D Modeling.

Dr. Taylor also discussed the tools that are appropriate at the different grade levels. For example, in electronics they are reviewing the possibility of having 3-D printers and 3-D scanners at each of the schools. Currently, high school students are able to create a 3-D model in a virtual environment.

Ms. Glat added that it's very obvious that technology has changed in the schools noting that it went from support to now front and center.

11. Staff Reports

11.1 Superintendent

Dr. Donohue provided an update on the proposed letters to the Regents that were requested by the Board at the last meeting. Dr. Donohue drafted a letter to Regent Judith Johnson and five other regents who voted "no" on the new APPR resolution. He also drafted a letter to the Chancellor and the 11 Regents who voted "yes" on the resolution. Dr. Donohue mentioned that it was his intent not to write the typical letter, as it is his experience that only local legislators acknowledge receipt. Mr. Summer's suggested copying the second letter to all the Regents, local

politicians and the Governor. Dr. Donohue said he will copy the Governor on both letters. Mr. Summers said it is important to copy Senator George Latimer and Assemblyman David Buchwald on the letters. Dr. Donohue noted that the letters will go out this week and Mr. Summers asked Dr. Donohue to put it on the website and send a copy to Lisa Davis. Mr. Levy suggested to make it clear in the critical letter (those who voted yes) that the District is looking for a total re-do on APPR based on research and input from local practitioners, etc. Mr. Summers added that it calls for a task force to develop a meaningful and responsible system and he and Mr. Levy would like to emphasize that. Mr. Summers commented that he thinks there is a possibility a task force may develop. He noted that the Governor currently has a task force on the Common Core. Dr. Donohue reported that mention about the Common Core will be removed from the letter and the letter will focus only on APPR. Dr. Donohue indicated that an edited version of the letter will be e-mailed to the Board and if there are additional suggestions, it will be placed on the next agenda for further discussion.

11.2 Assistant Superintendent for Business and Management Services, District Clerk

Mr. Carlson provided an update on the Transportation Department's Capital Project - the Renovation Project. The project went out to bid at the end of the summer but was not awarded. The project was reviewed and went out to bid for a second time. He reported that the bids were opened two weeks ago and are being analyzed. Mr. Carlson hopes to have a workable solution and suggestion for the next meeting.

11.3 Assistant Superintendent for Curriculum and Instruction

Dr. Kaltenecker provided his report during the Curriculum Conversation.

11.4 Assistant Superintendent for Human Resources

Ms. Lamia reported on the EAP (Employees Assistance Program). EAP is a confidential way to provide support and services to the Byram Hills staff. Legal advice, elder care and other services are available to all employees. She reported that Byram Hills has been a top user among the many school districts utilizing the EAP program. She noted the program is well-promoted in the District and directs employees as to where they can receive assistance.

12. Board Reports

12.1 President

Ms. Glat reported that each school's Principal's Coffees have begun and that she recently attended the high school's Coffee. She noted that the Principal's Coffees are open to the community, are listed on the District calendar and recommends Board members attend any of the school's Coffees. Ms. Glat reported that the Board of Education Retreat will take place on Tuesday, November 17, 2015.

12.2 Committee/Board Members

12.2.1 October 16, 2015: Policy Committee, District Office, 1:30 p.m.

Mr. Sanders noted the Athletic Advisory Council met on September 28, 2015. He noted that fifteen community members were present. He reported that Mr. Castagna, Director of Athletics, described his open door policy and that he welcomes feedback from the community on the various athletic programs. Mr. Sanders reported that there are 25 coaching positions needing fulfillment which Mr. Castagna is addressing. Mr. Sanders asked for Mr. Castagna's feedback on his experience in the District thus far, after being appointed the new Director of Athletics. Mr. Castagna commented that his reception as the Athletic Director has been wonderful, the staff has been great, and that he is already looking into some facilities improvements.

Mr. Summers attended the Westchester-Putnam School Boards Association's panel discussion on governance topics at their October 5 meeting at Pleasantville High School. He noted the importance of the connection to the community and encouraged continuing the discussion of advocacy work with the community. He noted that NYSSBA will hold their annual conference October 18-20, with its Annual Business Meeting on October 20, 2015. Mr. Summers reported that the newly appointed State Education Department's Secretary of Education is Dr. King, former Commissioner of Education in New York. He noted that although Dr. King is well-known, it's disappointing to learn that he is singularly focused on charter schools and data gathering and that he took that approach to Washington.

Ms. Glat reported the Policy Committee met on October 5 and there will be policies listed as First Reads on the next Board agenda.

12.3 Topics for Future Agendas/Requests for Information

There were no topics or requests at this time.

13. Communications to the Board

North Castle Cares is holding their meeting on October 21, 2015 from 10 a.m. - 11:30 a.m. at Byram Hills High School, about "Mapping the Community Strategy for a Healthy You."

14. Approval of Board of Education Minutes: September 21, 2015

There was a minor revision to the minutes. Mr. Summers noted the minutes should reflect that at the September 21, 2015 Board of Education meeting, the Board gave him (Mr. Summers) general authorization to vote as he sees appropriate during NYSSBA's Annual Business Meeting on October 20, 2015.

A motion was made by Mr. Summers and seconded by Mr. Sanders to approve the Board of Education Minutes of September 21, 2015 as modified. Vote: 6-yes, 0-no. Motion carried.

15. Executive Session

The Board met in Executive Session earlier and completed discussions on:

3.1 Legal Matter - Individual Student

3.2 Legal Matter - Individual Student

16. Adjournment

At 10:20 p.m. a motion was made by Mr. Summers and seconded by Mr. Levy to adjourn the meeting. Vote: 6-yes 0-no. Motion carried.

Respectfully submitted,

Donna Tulkin-Godoy, Secretary

October 20, 2015
Date

H.C. CRITTENDEN MIDDLE SCHOOL MEMORANDUM

DATE: OCTOBER 2, 2015
TO: CYNTHIA VANDERHEOF
FROM: DR. H. EVAN POWDERLY
RE: EXTRA-CURRICULAR REQUESTS

The following teachers have requested, and I have accepted, their employment in the following extra-curricular activities for the 2015 - 2016 school year:

Katherine Flanigan –Musical Director
Alan Lounsbury – Assistant Musical Director
Cheryl Beck – Technical Musical Assistant
Cheryl Beck – Variety Show Coordinator
Kathy Shelhart – Variety Show Coordinator
Alan Lounsbury – Variety Show Production Assistant
Katherine Flanigan – Variety Show Technical Assistant
Aileen Runne – Memory Book
Jill Berner – 7th Grade Trip Advisor
Christina Vezza – 7th Grade Trip Advisor
Kim Sapone – 8th Grade Trip Advisor
Gina Cunningham – 8th Grade Trip Advisor
Sheila St. Onge – S.A.I.L. Advisor (Student Council)
Debbie DeFrancesco – Student Activity Treasurer
Stacey Iskovitz – Newspaper (.5)
Victoria Barthel – Newspaper (.5)
Cynthia Giumarra – Literary Magazine (.5)
Melinda Fuller – Literary Magazine (.5)
Robert Sendlenski – Science Olympiad
Cheryl Beck – NYSSMA
Kathy Shelhart – NYSSMA
Alan Lounsbury – NYSSMA
Katherine Flanigan - NYSSMA
Cheryl Beck – VIP Club (.5)
Denise Barnard – VIP Club (.5)
Mary Staudt - Power of One
Mary Staudt – School Store Advisor
Levi Litman – Robotics
Annamarie Nardi – Math Counts
Susan Sylvester – Sew What!