

BYRAM HILLS SCHOOL DISTRICT
ARMONK, NY
TUESDAY, APRIL 12, 2016
BOARD OF EDUCATION MEETING
Meeting: 7:00p.m. (Proposed Executive Session)
Public Meeting: 7:30 p.m.
Special Report: Budget Hearing IV

DATE: April 12, 2016

TIME: 7:30 p.m. Public Meeting

PLACE: Board Room in District Office

PRESENT: **Board of Education Members Present** **Absent:**
Ms. Robin Glat, President
Dr. Alban Burke
Mr. Scott Levy
Ms. Joyce Meiklejohn
Mr. Michael Sanders
Mr. Ira Schulman
Mr. Brett Summers, Vice President

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

The Board met in Executive Session at 7:00 p.m. At 7:39 p.m., the public meeting was called to order by Board President, Ms. Glat.

2. Pledge of Allegiance

The Pledge of Allegiance followed.

3. Proposed Executive Session upon Board Approval

The Board met in Executive Session at 7:00 p.m. to discuss the following:

Item 3.1: Legal Matter - Emergency Response Plan

4. Comments from the Public

There were no comments from the public.

5. Revision and Adoption of Agenda

The Agenda is amended for the purpose of rewording Item 11.1 from "Acceptance of New York State Report Card" to "Receipt of School District Report Card." This item does not need Board approval, therefore, a vote is not needed.

A motion was made by Mr. Summers and seconded by Ms. Meiklejohn to adopt the agenda as modified.
Vote: 7-yes 0-no. Motion carried.

A motion was made by Mr. Levy and seconded by Mr. Schulman to adopt Item 6: Consent Agenda - Personnel, Item 7: Consent Agenda - Special Services and Item 8: Consent Agenda - Business, as presented. Vote: 7-yes 0-no. Motion carried.

6. Consent Agenda - Personnel

6.1 Teacher Resignations:

- 6.1.1 Jana Peterson, English, BHHS, effective 6/30/16
- 6.1.2 Austin Grabowski, Physics, BHHS, effective 6/30/16
- 6.1.3 Lea Allen, Special Ed., BHHS, effective 6/30/16

6.2 Teacher Leave:

- 6.2.1 Christy Faughnan, Special Education, WA, personal, effective 8/30/16-6/30/17

6.3 CSEA Resignation:

- 6.3.1 Francisco Silva, Bus Driver, Trans., effective 4/15/16

6.4 Spring Coaching Appointment Rescission:

- 6.4.1 Marissa Gagliardo - Head Modified Softball
- 6.4.2 Michele Wade - Assistant Modified Softball

6.5 Spring Coaching Appointments:

- 6.5.1 Michele Wade - Head Modified Softball
- 6.5.2 Matt Allen - Head Modified Boys Lacrosse
- 6.5.3 Steve Skonieczny – Assistant Modified Boys Lacrosse
- 6.5.4 Nathalie Lavenet - Assistant Varsity Girls Lacrosse
- 6.5.5 Denise Barnard - Assistant Modified Softball Coach

6.6 Fall Coaching Appointment 2016-17:

- 6.6.1 Bryan Horn - Head Varsity Girls Soccer

6.7 Psychology Intern Appointment 2015-16:

- 6.7.1 Christina Espejo, Wampus/HCC, effective 4/13/16-6/30/16

6.8 Psychology Intern Appointment 2016-17:

- 6.8.1 Christina Espejo, HCC, effective 8/30/16-6/30/17

7. Consent Agenda - CSE/SubCSE/CPSE Recommendations

8. Consent Agenda - Business

8.1 Approval of Contract for Health & Welfare Services with the Katonah Lewisboro Union Free School District for 2015-16 School Year

Resolved, that the Board authorized the Superintendent to execute a contract for health and welfare services with the Katonah-Lewisboro Union Free School District for the 2015-65 school year.

- 8.2 Approval of Contract for Health & Welfare Services with the Rye City School District for the 2015-16 School Year
Resolved, that the Board authorized the Board President, Superintendent, and District Clerk to execute a contract for health and welfare services with the Rye City School District for the 2015-16 school year.
- 8.3 Approval of Contract for Health & Welfare Services with the Harrison Central School District for the 2015-16 School Year
Resolved, that the Board authorized the Board President, Superintendent, and District Clerk to execute a contract for health and welfare services with the Harrison Central School District for the 2015-16 school year.
- 8.4 Acceptance of Treasurer's Report for February 2016
Resolved, that the Board accepted the Treasurer's Report for February 2016.

9. Special Report: Budget Hearing IV: Review of Administration's Proposed 2016-2017 Budget

9.1 Review of Administration's Proposed 2016-2017 Budget

Ms. Glat opened the discussion for Budget Hearing IV. Dr. Donohue noted that the proposed budget will be formally adopted at the April 26, 2016 Board of Education meeting. He then recapped the Administration's Proposed 2016-2017 Budget, noting that there is a 1.3% budget-to-budget increase and the Tax Levy is 0.4% (one of the lowest ever), which is definitely good news for the taxpayers.

Mr. Carlson reviewed the proposed budget by Components: Program, Capital and Administrative. He noted the Program Component is the majority of the proposed budget. Mr. Carlson explained that as a labor intensive organization, nearly three-quarters (70%) of the expenses are for manpower, followed by Capital (18.2%) and Administrative (11.8%). He then reviewed all that the proposed budget includes, which are all programs and services that have supported student success, all state and federally mandated programs, all athletic programs, all extracurricular programs and all transportation services.

Mr. Carlson reviewed the Revenue portion of the proposed budget and explained that this needs to be balanced with the appropriations portion of the proposed budget. Property tax (including the STAR program) accounts for the majority of revenue (86.5%). He noted that STAR is declining and all new homeowners will receive a tax credit instead of an actual refund check. STAR is also limited to a 2% increase per year. Mr. Carlson reported that the remaining revenue is derived from Fund Balance, State Aid, Other and PILOTS. Fund Balance appropriation makes up roughly 4.2% of the estimated Revenue and comes from Unappropriated Fund Balance, Insurance, Unemployment and Employee Retirement Reserves. State aid represents 3.8%. Other revenue is 1.2% and consists mostly of sales tax revenue and BOCES refunds. PILOTS (Payment in Lieu of Taxes) include the IBM Pilot, Swiss Re and Engel Burman.

Mr. Carlson reviewed the tax rate changes over the past five years. Next year the estimated tax rate for North Castle will decrease by .66%; Bedford will decrease by 4.39%; Mt. Pleasant will increase by 2.6%; and New Castle will increase by 0.80%. In summary, there is a 1.3% budget-to-budget increase, a tax levy increase of 0.4% and the tax rates which vary by town. Mr. Carlson then answered questions from the Board concerning Gap Elimination. Dr. Donohue thanked Assemblyman David Buchwald and Senator George Latimer for their support on Gap Elimination.

Ms. Glat reviewed the upcoming budget steps and noted the Principal Coffee's scheduled during the month of May: (Coman Hill: May 2; H.C. Crittenden: May 4; BHHS: May 10; and Wampus: May 12). There will also be a Budget Information Committee meeting at the District Office on Monday, April 18 and community members are welcome to attend.

Budget Hearing IV officially closed at 7:54 p.m.

9.2 Comments from the Public

There were no comments.

9.3 Budget Steps from Here

9.6.1 April 26, 2016: Adoption of 2016-17 Budget by Board of Education, D.O., 7:30 p.m.

9.6.2 May 3, 2016: Budget Hearing V, District Office, 7:30 p.m.

9.6.3 May 17, 2016: Budget Vote/Trustee Vote, 6:30 am - 9 pm; Public Meeting: 9 pm (Approx.)

10. Unfinished Business

10.1 Review of Policies: Second Read: 1230 (Public Participation at Board Meetings); 2270 (School Attorney)

A motion was made by Mr. Summers and seconded by Ms. Meiklejohn to approve Policies 1230 (Public Participation at Board Meetings) and 2270 (School Attorney) as Second Reads. Vote: 7-yes, 0-no. Motion carried.

Ms. Lamia added that there will be a supplemental guidance sheet, "Guidance for Public Input at Board Meetings" available on the District website and at Board meetings for any community member requesting to speak during a Board meeting.

11. New Business

11.1 Receipt of School District Report Card

Dr. Kaltenecker discussed the School District Report Card which was recently released by the State Education Department. The School District Report Card is based on testing information that he reported to the Board during a September 2015 meeting. He reviewed the Math Assessment results for Grades 6-8. He reported that at the eighth grade level, the Math scores appear to have declined since the District no longer has to double test, meaning that middle school students taking Algebra I are not required to take the Math 8 test. Also, the District is in their first administration of the Geometry Regents and the results are as expected. It was the District's second administration of Algebra I.

Dr. Kaltenecker then discussed Adequate Yearly Progress (AYP). The District did not meet AYP participation rates (95%) for one of the sub-groups (students with disabilities) because of the number of students who opted-out. Dr. Kaltenecker mentioned that the District does not expect to meet the AYP participation rate next year, as well. As a result, the District may have to submit an improvement plan. He explained that there could be some exceptions to having submit an improvement plan, for example, favorable graduation rates may provide an exemption. Additional discussion was held about improvement plans, as well as the additional implications of not meeting AYP.

11.2 Approval of Textbook Adoption: Asi se dice! Level II, Spanish, C. Schmitt, McGraw Hill Glencoe 2012

Dr. Kaltenecker noted that two years ago the Board adopted the Level I Spanish book and would now like to use the Level II book in that series.

A motion was made by Mr. Levy and seconded by Mr. Schulman to approve the textbook adoption of Asi se dice! Level II, Spanish, C. Schmitt, McGraw Hill Glencoe 2012.
Vote 7-yes, 0-no. Motion carried.

12. Staff Reports

12.1 Superintendent

Dr. Donohue reported on the PTSA Advocacy Committee. He mentioned that the PTSA sent a message to all parents this year, via e-mail, alerting them of their option for their children to opt-out of the state tests, as well as an “opt-out form” that needed completion if they chose to have their children opt-out. The PTSA and the Byram Hills Teachers’ Association were both supportive of students opting-out. Dr. Donohue explained that the District is required to remain impartial and the options available to parents were explained during the PTSA Education Reform Panel that took place in January 2016. He noted that last year six percent of students opted-out and this year 25% of students opted-out. The meeting of the PTSA Education Reform Panel can be viewed on Bobcat TV. Advocates of opting-out insist there is no impact on the District, however, Dr. Donohue reported that, technically, there could be. He explained that the first impact is federal funding. If a state continues to ignore the law, it becomes problematic for the federal government to continue funding them. Additionally, the District could become a LAP school (Local Assistance Plan) school, which is a school “red-flagged” as not meeting a number of standards. If this was to occur at Byram Hills, it solely would be the result of the participation rate. Dr. Donohue is hoping this issue gets resolved, as it isn’t beneficial for students. He noted that testing should be done for the benefit of the student as it can assist in evaluating student progress and the curriculum.

Mr. Summers added that the Commissioner of Education, Ms. Elia, recognized the right to opt-out and a New York State Regent publicly stated that she would have her child opt-out of the tests if she had young children. Ms. Glat noted the math testing will begin on April 13. Dr. Donohue reported on the State Education Department’s decision to have untimed testing. He said the down-side of this decision was that a few students didn’t know when to stop and one student actually spent the whole day testing. He noted that a significant number of students, however, seemed much less stressed, and took approximately an extra 20 minutes to complete the test, so it seemed that the untimed testing was not a bad thing. Ms. Glat asked about the students who opted-out and Dr. Donohue explained that parents can keep their children home or send them to school with a book to read or independent work. He noted that the District cannot reasonably provide alternative activities for these students, in addition to holding the tests. Mr. Levy questioned a mistake that was noted in the test and he was told that it would not affect the test results. Mr. Sanders discussed the confusion on the use of the data and benchmarking.

Dr. Donohue offered an update on Field Testing. He reported that Byram Hills usually refuses to participate in Field Testing, however, this year, the District decided to field test a computerized version of the test, which the District thinks is a good practice test for the students and will provide information that will be beneficial to the District. Since there are a number of parents that opted-out of all forms of testing (local testing, state testing, field testing, etc.), parents will receive a letter to clarify and confirm their opt-out choices.

12.2 Assistant Superintendent for Business and Management Services, District Clerk

Mr. Carlson discussed the recent increase in State aid, noting that if the increase is received from the State, it would total \$257,000. He explained that in the event the funds are not received, the proposed budget was not revised to reflect that amount, however, when the funds are made available to the District, it can be applied in the following year’s budget. Mr. Carlson explained that State aid is divided into two sections - Foundation Aid and Expenditure Driven Aid. In Foundation Aid, Gap Elimination is removed, meaning that the District will be receiving the same amount received five years ago, which is approximately \$1,900,000. Expenditure Driven Aid is for transportation, special education, textbooks, library, computer aid, and BOCES services.

Mr. Carlson discussed the Property Tax Report Card which is available to the public on the District's website and will be filed with New York State by April 22, 2016. There is also the School District Budget Notice, which notes what the Contingency Budget would be, and is included in the upcoming 2016-17 Budget Brochure. He further explained that if the Proposed 2016-17 Budget is voted down twice by the community, the District must operate under a Contingency Budget. Mr. Carlson explained that this year there is almost no difference between a Contingency Budget and the Proposed Budget.

12.3 Assistant Superintendent for Curriculum and Instruction

Dr. Kaltenecker provided an update on curriculum regarding STEAM (Science, Technology, Engineering, Arts and Mathematics) and the Site-Based Teams. He noted that a Curriculum Committee was held last month regarding the District's curriculum. During that meeting, the teachers turned the discussion over to the students who spoke passionately from their own knowledge base. Students taught parents about programming and exhibited their website designs. They also demonstrated how robots work and they taught the audience how to code an autonomous robot. Dr. Kaltenecker mentioned that the meeting can be viewed on Bobcat TV and that he received much positive feedback about the evening's program.

12.4 Assistant Superintendent to Human Resources

Ms. Lamia discussed the District's Emergency Planning. She explained that the District is responsible for revising the Building Level Response Plans. The Board was provided with the final plans for review and is expected to adopt the updated plans at the May 3, 2016 Board meeting. The document will be sent to New York Safe Schools for approval. Ms. Lamia mentioned that there is a public District-Wide Emergency Response Plan document on the District's website under *Current News* for the community to review. Ms. Lamia noted it is comforting for parents to know how the District plans for emergency planning. She further mentioned that there is also a letter to parents on the District website explaining some emergency terms, such as "lock-out" and "lock-down."

Ms. Lamia discussed some transportation changes that have been made as a result of some parent concerns about District busing in the Pleasantville area. She reported that the departure time for one school bus, being 10 minutes later, has been implemented and a time change for a second bus will also be made. She noted that another change affecting a third bus will allow middle school students to be dropped off first and the bus will then continue on to the high school. Ms. Lamia reported that the changes, thus far, are working well. She noted that the District will return to its regular bus times in September, however, a consultant will be hired to review bus runs during the fall of 2016.

13. Board Reports

13.1 President

Ms. Glat noted that all Board members should have received the Board's Self-Evaluation form and it should be completed by the following week. She also noted that four Board members (Mr. Shulman, Ms. Glat, Mr. Sanders and Dr. Burke) have agreed to attend the upcoming BOCES Budget / Trustee vote on Tuesday, April 19 at 7:45 a.m. in the District Office.

13.2 Committee/Board Members

Mr. Levy noted that the Byram Hills Education Foundation had a meeting on April 11, 2016 and discussed the upcoming Spring Gala to be held on May 13, 2016. He explained that this year's Gala will have a different format than previous years, noting that it is a concert. Ms. Glat reported that she received a mailing about it.

Mr. Sanders reported that he attended the spring break Boys Baseball, Girls Softball and Lacrosse in Orlando, Florida. He reported that it was a well-run program, the facilities were excellent, it was great to see teams working so well together and that the players benefitted tremendously from the event, especially from the team bonding activities.

Ms. Glat provided the Byram Hills Pre-school Association with budget information and asked to relay the information to their members.

13.3 Topics for Future Agendas/Request for Information

There were no requests for future agenda items.

13.3.1 April 19, 2016: Southern Westchester BOCES 2016-17 Administrative Budget/Trustee Vote, District Office, 7:45 a.m.

13.3.2 April 26, 2016: Board of Education Mtg.-Adoption of 2016-2017 Budget, 7:30 p.m.

13.3.3 May 3, 2016: Board of Education Meeting, Budget Hearing V, 7:30 p.m. and Reception for Science Research Seniors/Intel Talent Search Applicants, District Office, 7:00 p.m.

13.3.4 May 17, 2015: Byram Hills Budget Vote and Election of School Board Trustees, HCC, 6:30 a.m. 9 p.m., Public Meeting, 9:15 p.m. (approximate)

14. Communications to the Board

There was one communication received that Ms. Glat distributed to the Board.

15. Approval of the Board of Education Minutes of March 15, 2016 and March 22, 2016

A motion was made by Mr. Summers and seconded by Mr. Levy to approve the minutes of March 15, 2016 and March 22, 2016. Vote: 7-yes, 0-no. Motion carried.

16. Executive Session

The Board met earlier in Executive Session and completed discussion on Item 3.1: Legal Matter - Emergency Response Plan.

14. Adjournment

At 8:33 p.m., a motion was made by Mr. Summers and seconded by Mr. Schulman to adjourn the meeting. The public meeting ended at 8:33 p.m.

Respectfully submitted,

Donna Tulkin-Godoy, Secretary

April 26, 2016
Date