

BYRAM HILLS SCHOOL DISTRICT
ARMONK, NY
TUESDAY, SEPTEMBER 8, 2015
BOARD OF EDUCATION MEETING
Meeting: 7:00 p.m. (Proposed Executive Session)
Public Meeting: 7:30 p.m.

DATE: September 8, 2015
TIME: 7:30 p.m. Public Meeting
PLACE: Board Room in District Office

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

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 7:40 p.m. the public meeting was called to order by Board President, Ms. Glat. Ms. Glat welcomed everyone back after the summer and noted that the first week of school was a success. She thanked the administrators, principals, teachers and all the employees for making the students' return to school seem so effortless. Ms. Glat also thanked all the families for having their children prepared and ready to learn.

2. Pledge of Allegiance

The Pledge of Allegiance followed.

3. Proposed Executive Session upon Board Approval

The Board met in Executive Session at 7:10 p.m. to discuss the following two items:
3.1 Legal Matter - Business
3.2 Legal Matter - Individual Student

4. Comments from the Public

There were no comments at this time.

5. Revision and Adoption of Agenda

A motion was made by Mr. Schulman and seconded by Mr. Sanders to adopt the agenda as presented.
Vote: 7-yes 0-no. Motion carried.

A motion was made Mr. Summers 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.

Ms. Glat noted that one item on the Consent Agenda was a \$50,000 Grant-in-Aid from the State Education Department. She thanked Assemblyman David Buchwald, on behalf of the Board, for this grant for the purpose of funding the District's technology wireless project.

6. Consent Agenda - Personnel

- 6.1 Regular Substitute Appointment:
 - 6.1.1 Ally Dellacioppa, Special Ed., BHHS, effective 9/01/15
- 6.2 CSEA Appointment Rescission:
 - 6.2.1 Ally Dellacioppa, Teacher Aide (SE), BHHS, effective 9/01/15
- 6.3 CSEA Resignations:
 - 6.3.1 Dan Beckley, Teacher Aide (SE), WA, effective 6/25/15
 - 6.3.2 Regina Realbuto, Teacher Aide (SE), CH, effective 6/25/15
- 6.4 CSEA Probationary Appointments:
 - 6.4.1 Rosina Bain, Teacher Aide (SE), CH, effective 9/01/15
 - 6.4.2 Patricia Bonacci, Teacher Aide (SE), BHHS, effective 9/01/15
 - 6.4.3 Jade Carnesale, Teacher Aide (SE), BHHS, effective 9/01/15
 - 6.4.4 Jeanie Doherty, Monitor (Hourly), Transp., effective 9/01/15
 - 6.4.5 Eleanor Fosnot, Teacher Aide (SE), WA, effective 9/01/15
 - 6.4.6 Dezil Hall, Bus Driver, Transp., effective 8/25/15-8/31/15
 - 6.4.7 Gail Lozado, Teacher Aide (SE), HCC, effective 9/01/15
 - 6.4.8 Flora Rowilson, Bus Driver, Transp., effective 8/25/15
 - 6.4.9 Francisco Silva, Bus Driver, Transp., effective 8/25/15
 - 6.4.10 Angeline Titre, Teacher Aide (SE), WA, effective 9/01/15
- 6.5 CSEA Part-time Availability Appointment:
 - 6.5.1 Clarence Hewins, Substitute Cleaner, O&M, effective 9/09/15
- 6.6 Substitute Teacher Appointments:
 - 6.6.1 Melinda Sheehan, effective 9/01/15
- 6.7 Fall Coaching Appointment: Michael Corrado Head- Modified Boys Soccer
- 6.8 Psychology Intern Appointments for 2015-16:
 - 6.8.1 Erica Hollar, WA
 - 6.8.2 Deena Lise, HCC

7. Consent Agenda - CSE/SubCSE/CPSE Recommendations

8. Consent Agenda - Business

- 8.1 Acceptance of Grant in Aid from the State Education Department of \$50,000
Resolved, that the Board accepted the grant-in-aid in the amount of \$50,000 for the purpose of funding the technology wireless project.
- 8.2 Authorization to Execute Consultant Agreement with Diane Cunningham of Learner-Centered Initiatives, Ltd for the 2015-16 Fiscal Year
Resolved, that the Board authorized the Superintendent to execute a consultant agreement with Diane Cunningham of Learner-Centered Initiative, Ltd for the 2015-16 fiscal year.

- 8.3 Authorization to Apply for E-Rate Funding for 2015-16 Fiscal Year
Resolved, that the Board authorized the District Clerk to apply for E-Rate Funding during the 2015-16 fiscal year and sign all applicable documentation.

9. Unfinished Business

9.1 Board Goals 2015-2016

1. Excellence in Teaching and Learning
2. Fiscal Accountability and Communications
3. Technology Implementation
4. Succession Planning and Leadership Development
5. Education Reform and Advocacy

It was explained that the Board, after a first review of the Board Goals at the August 25th meeting, made a minor revision to Board Goal #5 (Education Reform and Advocacy) but decided to forgo voting at that time on the Goals until all Board members would be present.

Mr. Summers commented at this meeting (September 8) that he is in agreement with the Board Goals and is appreciative the Board delayed approving the goals until he could be present. His suggestion of another revision to Board Goal #5, adding "...reports from the Superintendent and its own members on political..." was accepted by the Board and the Board Goals were approved.

A motion was made by Mr. Summers and seconded by Mr. Schulman to approve the Board Goals as modified. Vote: 7-yes, 0-no. Motion carried.

10. New Business

10.1 Conflict of Interest Practices

Dr. Donohue noted that two documents, Policy 2160 and the *Guidelines for Coaches*, became a matter for discussion during the 2014-2015 school year. He explained that a coach, because of his private business, was receiving money from students he coached. The District reviewed the policy and determined that there was a conflict of interest. Subsequently, the Athletic Department developed the "Guidelines for Coaches," as explained below. A new question of conflict of interest recently arose again, however, it reflects past conflicts of interest and not current conflicts of interest.

Ms. Lamia noted there are two specific components in Policy 2160: investments and private employment contracts. The District thought it would be best to establish specific procedures for athletics. Ms. Lamia noted that what was needed was to develop guidelines that adhere to Policy 2160. The guidelines are articulated to potential new hires. The District's former Director of Athletics developed the guidelines in spring 2014.

Mr. Summers suggested having the guidelines be reviewed by the Policy Committee. He offered some suggestions, such as clearly specifying "Neither of the following conditions constitute a conflict of interest..." and renaming the document so it is not confused with Board Policy. Mr. Summers asked why the guidelines do not pertain to the elementary level. Dr. Donohue explained that we generally want our coaches involved at the elementary level in terms of reaching the District's mission, and since the elementary students are not being placed on teams, it would not cause a conflict.

11. Special Report: Opening of School

11.1 Opening Day Student Enrollment

Dr. Donohue presented the enrollment figures for Opening Day, September 1, 2015. He noted that enrollment is very similar to the last enrollment report provided to the Board at the August 25 meeting with the

exception of four additional Kindergarten students. Another enrollment report will be presented again after BEDS Day, which is during the first week of October. Some discussion was held about using these enrollment figures to identify trends. Mr. Sanders added that the demographer would have information on local developments and whether or not they would bring people into the community.

ENROLLMENTS:

School	Grade	Boys	Girls	Total Enrollment As of 9/1/15	Demographic Projection
COMAN HILL	K	81	66	147	166
	1	91	77	168	170
	2	82	89	171	173
TOTAL		254	232	486	509
WAMPUS	3	94	98	192	194
	4	90	84	174	171
	5	76	76	152	157
TOTAL		260	258	518	522
HCC	6	94	109	203	201
	7	102	94	196	197
	8	97	94	191	192
TOTAL		293	297	590	590
BHHS	9	123	95	218	217
	10	108	105	213	209
	11	102	112	214	220
	12	119	114	233	230
TOTAL		452	426	878	876
GRAND TOTAL				2,472	2,497

12. Staff Reports

12.1 Superintendent

Dr. Donohue reported on Opening Day. The first official day of school for students was Tuesday, September 1, 2015. He said the impact of the work performed by the Buildings and Grounds Department was noticeable - the buildings looked great and he commended the District's Director of School Facilities, Operations and Maintenance, Mr. Steve Thompson, and his department for a job well done. The Transportation Department was also commended for their work on bus routing and on the warmth with which the children were greeted on their first day of school. He noted that the teachers also assisted in helping new students and making sure all students got to the correct classrooms. Dr. Donohue mentioned that not long after all the students arrived, it was as though they had been in school for weeks. He reported that, once again, it was a very successful beginning of a new school year.

12.2 Assistant Superintendent for Business and Management Services, District Clerk

Mr. Carlson also reported on Opening Day. He reported that the Transportation Department did have some concerns due to road congestion. He noted that buses were approximately 20 minutes late departing from the high school during the morning drop-off, which had a domino effect on the rest of the bus schedules. However, since Opening Day, it has improved. He commended the District's Supervisor of Transportation, Ms. Cheryl Fitzgibbons, and her staff for planning the routes and communicating to parents.

Mr. Carlson reported there have been some transportation concerns with parents of private school students. He noted that there is an April 1 deadline for requests for private school transportation. He noted that this year there were more appeals presented than in the past. Mr. Carlson explained that the District posts the private school transportation form and the deadline date on the website, posts a legal notice in the local newspaper, and sends letters to parents informing them of the need to apply for transportation to private schools. Dr. Donohue mentioned about possibly communicating the information out to new residents via the local real estate companies and Mr. Carlson suggested adding a page to the website for those "New to the District."

Mr. Carlson then reported on the Tank Replacement Project at the Transportation Department. He mentioned that the District is waiting for a final report from the contractor and the State, which can be received anytime within six months from now. He reported that the project is on schedule, and the footings have been completed and concrete is ready to be poured. Mr. Summers further explained that the contaminated soil that was recently removed was from some time ago, not recent, and was not because the tanks just started leaking. He noted that the new tanks will be landscaped.

Mr. Carlson offered an update on the Capital Project Status which will include a new building for a bus wash station. The District went out to bid for this project but the bids were rejected because of funding. He noted that KG&D is trying to garner some new interest in the project. Mr. Carlson is hopeful to go out to bid again in a few weeks and have an awardable project. Ms. Glat asked about the location of a temporary facility and its usability during the winter. Mr. Carlson is looking into that matter and prioritizing the work so it is completed by mid-December.

12.3 Assistant Superintendent for Curriculum and Instruction

Dr. Kaltenecker reported that the Technology Department has now established One-To-One Chromebooks in Grades 3-8. This summer 2,250 Chromebooks arrived, were unpacked, inventoried, and are now in use. The One-To-One Chromebooks were piloted in the sixth grade during the 2014-2015 school year. He reported that teachers have all received training and are currently working with Chromebooks. The number of Chromebooks available to Coman Hill and the high school has also increased this year.

Dr. Kaltenecker mentioned that he will update the Board regularly throughout the year on this one-to-one learning. Mr. Levy asked if the Chromebooks are being used formally or in unique ways. Dr. Kaltenecker explained that some grade level teachers and teams plan together, and thus, use the Chromebooks in the same way. However, some teachers find unique ways to integrate technology use in their classrooms. Dr. Donohue added that sixth grade teachers, and some Wampus teachers, who participated in the pilot have a huge advantage over other teachers at the other grade levels.

12.4 Assistant Superintendent for Human Resources

Ms. Lamia reported that every district in New York will be required to use a new template for revising their Building Emergency Response Plans which was provided in the New York State Guide to Emergency Planning. She noted that everything in the District's current plan will be standardized. The State is also adding some new components, such as Hold-in-Place. The Emergency Response Team will undertake this endeavor and will have it in place for the 2016-2017 school year.

13. Board Reports

13.1 President

Ms. Glat congratulated the Wampus School and H.C. Crittenden Middle School for having been given the distinction of Reward School by the New York State Education Department. She reminded the community that Homecoming events will take place on October 2 and 3. Ms. Glat made mention to the Board about the NYSSBA Annual Conference taking place on October 18-20, 2015 in New York City.

13.2 Committee/Board Members

Ms. Glat noted that the Policy Committee and Town Liaison meetings will begin at the end of September. Mr. Sanders added that the Athletic Advisory Committee will meet on September 25 at 8:30 a.m., and if the Board has any agenda items, please let him know.

Mr. Summers added that WPSBA has a Board meeting on September 10, followed by a Legislative Action Committee meeting to discuss the NYSSBA resolutions. Mr. Summers and Mr. Levy will attend and offer their recommendations to the Board. Mr. Summers also volunteered to be the designate for the October 20, 2015 NYSSBA Annual Business Meeting. He noted that the business meeting was moved from Saturday afternoon to Tuesday morning in an effort to have more people in attendance. Those in attendance at the Annual Business Meeting vote on each resolution to establish the lobbying position of NYSSBA. Mr. Summers mentioned that the major focus of the resolutions is NYSSBA's position on APPR (Annual Professional Performance Review). One of the resolutions to be presented proposes eliminating APPR and getting a panel of experts to look at it anew, noting that you can't fix something so fundamentally flawed.

13.3 Topics for Future Agendas/Requests for Information

There were no requests for information at this time.

14 Communications to the Board

There was one communication to the Board which has been circulated.

15. Approval of Board of Education Minutes: August 25, 2015

A motion was made by Mr. Schulman and seconded by Ms. Meiklejohn to approve the Board of Education Minutes of August 25, 2015. Vote: 6-yes, 0-no, 1-abstained. Motion carried.

16. Executive Session

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

- 3.1 Legal Matter - Business
- 3.2 Legal Matter - Individual Student

17. Adjournment

At 8:30 p.m. a motion was made by Mr. Schulman and seconded by Mr. Levy to adjourn the meeting. Vote: 7-yes 0-no. Motion carried.

Respectfully submitted,

Donna Tulkin-Godoy, Secretary

September 21, 2015
Date