

April 27, 2010

A regular meeting of the Board of Education, Union Free School District of the Tarrytowns, was held on Tuesday, April 27, 2010 in the Board Room of the Administration Building, commencing at 8:00PM.

Present: Mimi Godwin, President  
Paul Rode, Vice President  
Sheila J. Conklin, Trustee  
B. Joseph Lillis, Trustee  
Vincent Nadile, Trustee  
Katharine M. Swibold, Trustee

Absent: Craig Laub, Trustee

Also present: Howard W. Smith, Superintendent of Schools  
Barbarann Tantillo, Assistant Superintendent  
John J. Staiger, Jr., Assistant Superintendent for Business  
Carol Conklin, Principal, Sleepy Hollow High School  
Jessica Hunsberger, Social Studies Teacher & Dept. Chairperson  
Roberta Golan, Social Studies Teacher  
Nelly Valentin, District Clerk

**Roll Call**

**Call to Order**

President Godwin called the meeting to order at 7:45PM.

**Executive Session**

Trustee Conklin moved, seconded by Trustee Lillis, that it be  
RESOLVED: That the Board goes into executive session to discuss particular personnel matters.

**Public Session**

CARRIED 6-0 7:45PM  
No formal action was taken.

CARRIED 6-0 8:00PM

**Pledge to the Flag  
Silent Meditation**

Trustee Swibold moved, seconded by Trustee Nadile, that it be  
RESOLVED: That the Board returns to Public Session.

There was a moment of silent meditation, after which the Pledge to the Flag was given.

President Godwin asked that the following be remembered, who recently passed away:  
Mary Jones-France, the sister of Yvonne Dimmie and aunt of Tonya Richardson and Teddy Dimmie; Eugenia Johnson, the grandmother of Pat Way-Townes, Sr. Account Clerk in the administration building.

**Communications,  
Petitions &  
Requests from  
Public**

President Godwin reported that she received an email regarding a personnel issue and this matter has been addressed. She also received several emails regarding the budget and one regarding the naming of a new batting cage facility donated by TNT Baseball Softball Association to the District.

CARRIED 6-0

Trustee Nadile moved, seconded by Trustee Swibold, that it be  
RESOLVED: That the Board of Education, having received copies of the minutes of the regular meeting of April 15, 2010 approves same. Trustee Nadile noted several changes on the minutes - amended minutes were adopted as noted.

**Minutes:**  
**4/15/10**

Dr. Smith reported the following Good News Items:

**Superintendent's  
Report**

- Adam Fry, SHHS senior, won 1<sup>st</sup> place in the International Sustainable World, Energy, Engineering, Environment, World Olympiad, for his project: Green Roofing: A Viable Storm Water Management Technology
- The foreign language honor society sponsored the National Foreign Language examinations and Sophie Simon, a sophomore, placed 5<sup>th</sup> in Westchester County
- Breanne Touchy, won 1<sup>st</sup> place in the Earth Day Art Show, grades 7-9 division

Carol Conklin, Roberta Golan and Jessica Hunsberger gave a presentation on the high school personalization theme. Topics included:

**High School  
Personalization  
Report**

- Personalization Initiative Update
- Sleepy Hollow Objectives for School Improvement
- Personalizing the Learning Environment
- SHHS Selected Model of Best Research-based Practices
- Research Framework
- SHHS Featured in *Doing What Works*
- Personalization Through Community Meetings
- Planning Council and Community Meetings
- Planning Council Priorities for 2009-10
- Community Meeting Schedule 2009-10
- Sample Lesson: Teamwork
- Sample Lesson: Ladder of Prejudice
- Sample Activity: 9th Grade Personal Learning Plan
- Sample Activity: 9th grade PLP Learning Style Survey
- Personalization: Shaping the Way We teach
- Checking for Understanding
- Comparison: Formative and Summative Assessments
- Differentiation
- Inquiry-Based Learning
- Strategies That Support Inquiry
- Questioning the Aim
- Questioning a quote
- Teacher Inquiry Project
- Sample lesson
- Student-made Video

Discussion followed.

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The Board had a preliminary discussion on the athletics program financing proposal. Dr. Smith noted that legally in New York State, school districts can not charge students for participation in sports. He reported that during the budget process, the athletics program budget was reduced by another \$63,000 (about 10%). In order to avoid achieving this reduction through elimination of any sports, the district will need to develop an alternative funding model. A combination of voluntary participant contributions and sports boosters fundraising has been proposed. In addition, the athletics director reexamined expenses and his proposal calls for reduction of intramurals, coaches, number of games played during the season and elimination of assistant varsity coaches. The Board agreed that the next steps should include some mixture of cutbacks and a reduced contribution amount. A revised proposal will be brought back to the Board. Discussion followed.

Dr. Smith indicated that tonight the Board will be asked to vote on the 2010-2011 BOCES Administrative Budget and three trustee seats. He reported that BOCES has done a good job of tightening their budget, with a proposed increase of 2.18%. All component school districts are meeting this evening for the same purpose.

President Godwin reported that a draft of the proposed 2010/2011 Board of Education meeting dates was included in the packets. Discussion followed.

President Godwin reported that the Board received a letter from TNT Baseball Softball Association regarding the naming of the new batting cage facility that they donated to the District. They would like to name the facility in honor of Michael Birrittella, a lifelong resident of Tarrytown. TNT has also committed to replacing the mesh netting every three years, if deemed necessary.

Trustee Godwin made a formal motion for consideration that the new batting cage facility be named in memory of Michael Birrittella. The motion was moved by Trustee Rode, seconded by Trustee Nadile and carried unanimously by a vote of 6-0. The board is now formally considering this request.

The Board had a second reading of Policy #4240 - Revised Policy Raising and Management of Student Funds through Extra-Classroom Activities. Discussion followed.

The Board had a second reading of Policy #4240R Extra Classroom Activities Funds Management Regulations. Discussion followed.

The Board had a second reading of Policy #6700R – Purchasing Regulation, Revised Policy. Discussion followed.

CARRIED 6-0

Trustee Rode moved, seconded by Trustee Nadile, that  
RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following Staff Personnel Motions, as listed:

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RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following instructional/non-instructional substitute staff for the 2010/2011 school year:

**Substitute Staff**

Cheryl Tucci Long Term Sub Teacher \$290 per diem effective September 7 through December 3, 2010  
Gwen Judge Building Sub Teacher \$100 per diem

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following instructional/non-instructional staff for the 2010/2011 school year:

**Staff Appointments:**

Noel Cabassa, Guidance Department Chairperson (Replacement)

**N. Cabassa**

Assignment: Sleepy Hollow High School  
Appointment Type: Probationary  
Probationary Dates: September 1, 2010 through August 31, 2012  
Tenure Area: School Counselor  
Certification: New York State Permanent Certification: School Counselor, SAS  
Education: City University of New York, Hunter College - MEd  
City University of New York, City College - BS  
Experience: Carmel High School, Carmel, NY  
Director of Guidance, 6 years  
Cornwall High School, Cornwall, NY  
Director of Guidance, 3 years  
Salary: MA+30, Step 11 (\$98,043)

Peter Lee, Physics Teacher

**P. Lee**

Assignment: Sleepy Hollow High School  
Appointment Type: Probationary  
Probationary Dates: September 1, 2010 through August 31, 2013  
Tenure Area: Physics  
Certification: New York State Permanent Certification: Physics 7-12, Chemistry 7-12; Mathematics 7-12  
Education: Dartmouth College, Hanover, NH - MS  
Cornell University, Ithaca, NY - BS  
Experience: Sleepy Hollow High School, Sleepy Hollow, NY  
Physics Teacher, 6 months  
Harrison Central School District, Harrison, NY  
Physics Teacher, 3 years  
Mamaroneck Union Free School District, Mamaroneck, NY  
Chemistry Teacher, 3 years; Technology Teacher, 2 years  
Salary: MA+60, Step 4 (\$80,773)

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby grants an unpaid leave of absence to Cheryl Tucci, Teaching Assistant – John Paulding School, effective September 7, 2010 through December 3, 2010.

**Unpaid LOA:  
C. Tucci**

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RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following instructional/non-instructional substitute staff for the 2009/2010 school year:

Substitute Staff:

Donna Gelard	Teacher	\$85 per diem
René Henri	Long Term Sub Cleaner	\$18.75 per hour effective April 27 through June 25, 2010
Francisca Alvarez	Long Term Teaching Assistant	\$18.49 per hour effective April 28 through June 25, 2010

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following to the After School Program for the 2009/2010 school Year: (Funded by Extended School Day Grant)

After School Program:

Sleepy Hollow Middle & High School		
Francisca Alvarez	Teaching Assistant	\$25.00 per hour

**BE IT RESOLVED**, that the Board of Education of the Union Free School District of the Tarrytowns hereby reduces the Civil Service position of Grants Funded Programs Coordinator from full-time to part-time, .5 FTE, effective July 1, 2010; and

Reduction of position:  
H. Glynn

**BE IT FURTHER RESOLVED**, that the employment of Helen Glynn as the least senior employee in the title of Grants Funded Programs Coordinator is hereby reduced full-time to part-time, .5FTE, effective July 1, 2010.

**BE IT RESOLVED** that the Board of Education of the Union Free School District of the Tarrytowns hereby eliminates the position of Catrina McHugh within the tenure area of Elementary, effective the close of business August 31, 2010; and

Elimination of positions:  
C. McHugh  
J. Klausner  
J. M. Guzman

**BE IT FURTHER RESOLVED** that the employment of Catrina McHugh is hereby terminated effective the close of business August 31, 2010 and that Ms. McHugh shall be placed on the preferred eligibility list as the person having the least seniority in the system within the tenure area of Elementary Teacher.

**BE IT RESOLVED** that the Board of Education of the Union Free School District of the Tarrytowns hereby eliminates the position of Jennifer Klausner within the tenure area of Elementary Spanish, effective the close of business August 31, 2010; and

**BE IT FURTHER RESOLVED** that the employment of Jennifer Klausner is hereby terminated effective the close of business August 31, 2010 and that Ms. Klausner shall be placed on the preferred eligibility list as the person having the least seniority in the system within the tenure area of Elementary Spanish Teacher.

**BE IT RESOLVED** that the Board of Education of the Union Free School District of the Tarrytowns hereby eliminates the position of Jean Marie Guzman within the tenure area of Secondary Spanish, effective the close of business August 31, 2010; and

**BE IT FURTHER RESOLVED** that the employment of Jean Marie Guzman is hereby terminated

Elimination of positions:

A. Winze  
R. Mignogna

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effective the close of business August 31, 2010 and that Ms. Guzman shall be placed on the preferred eligibility list as the person having the least seniority in the system within the tenure area of Secondary Spanish Teacher.

**BE IT RESOLVED** that the Board of Education of the Union Free School District of the Tarrytowns hereby eliminates the position of Ann Winze within the tenure area of Music, effective the close of business August 31, 2010; and

**BE IT FURTHER RESOLVED** that the employment of Ann Winze is hereby terminated effective the close of business August 31, 2010 and that Ms. Winze shall be placed on the preferred eligibility list as the person having the least seniority in the system within the tenure area of Music Teacher.

**BE IT RESOLVED** that the Board of Education of the Union Free School District of the Tarrytowns hereby eliminates the position of Regina Mignogna within the tenure area of Reading, effective the close of business August 31, 2010; and

**BE IT FURTHER RESOLVED** that the employment of Regina Mignogna is hereby terminated effective the close of business August 31, 2010 and that Ms. Mignogna shall be placed on the preferred eligibility list as the person having the least seniority in the system within the tenure area of Reading Teacher.

**BE IT RESOLVED** that the Board of Education of the Union Free School District of the Tarrytowns hereby eliminates the position of Sandra Tavares within the tenure area of Elementary, effective the close of business August 31, 2010; and

**BE IT FURTHER RESOLVED** that the employment of Sandra Tavares is hereby terminated effective the close of business August 31, 2010 and that Ms. Tavares shall be placed on the preferred eligibility list as the person having the least seniority in the system within the tenure area of Elementary Teacher.

Discussion followed on the retention rights of the above staff members.

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby extends the unpaid leave of absence for Rosetta Pichardo, Teaching Assistant - Tappan Hill School, effective April 21, 2010 through April 29, 2010.

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby grants an unpaid leave of absence to Anthony Lawton, School Monitor – Sleepy Hollow High School, effective March 24, 2010 through June 4, 2010.

CARRIED 6-0

Trustee Nadile moved, seconded by Trustee Swibold, that it be

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following Student Personnel Motions, as listed:

RESOLVED: That the Board of Education accepts the recommendations from the Committee on Preschool Special Education (CPSE) at its March 9; April 8, 2010 meetings, as attached. (Appendix #1).

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CARRIED 6-0

Trustee Nadile moved, seconded by Trustee Conklin, that it be  
RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of  
Education hereby approves the following Finance & Facilities Motions, as listed:

RESOLVED: That at the meeting of the Board of Education of the Union Free School District of the  
Tarrytowns, held on Tuesday, April 27, 2010, the 2010-2011 Estimated Administrative Budget for the  
Southern Westchester Board of Cooperative Educational Services, in the amount of \$8,558,115 be  
approved.

RESOLVED: That at the meeting of the Board of Education of the Union Free School District of the  
Tarrytowns, held on Tuesday, April 27, 2010, three votes be cast, one for Georgia Riedel; one for  
Joseph Wooley; one for Nancy Fisher to serve as Trustees on the Southern Westchester Board of  
Cooperative Educational Services for the time period of July 1, 2010 through June 30, 2013.

X Georgia Riedel    X Joseph Wooley    X Nancy Fisher

CARRIED 6-0

Trustee Swibold moved, seconded by Trustee Conklin, that it be  
RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of  
Education hereby approves the following General Motions, as listed:

RESOLVED: That the Board of Education appoints the following residents as election inspectors, at a  
rate of \$11.00 per hour, for the annual election and budget vote to be held on May 18, 2010:

<u>District #1 - SH</u>	<u>District #2- TT</u>
Kay Camillieri	Jeanne Arduino
Maria DeMilia Powers	Marge Bartos
Elaine Kosloff	Marie Coviello
Marion Losier	Marilyn Helwig
Millie McCarthy	Sylvia Krell
Margaret Pircio	Barbara Osgood
Emma Serina	Mafalda Tornello
Roberta Steinberg	Joan Wald

RESOLVED: That the Board of Education appoints the following residents to serve as chief  
inspectors and assistant clerks for the annual election and budget vote to be held on May 18, 2010:

<u>District #1</u>	<u>District #2</u>
Kay Camillieri – Chief Inspector	Joan Wald – Chief Inspector
Millie McCarthy – Assistant Clerk	Jeanne Arduino – Assistant Clerk

RESOLVED: That the Board of Education revises the Elementary Optimal Average Class Size

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Target Guidelines, as follows:

K	- 22	3	- 23
1	- 22	4	- 25
2	- 22	5	- 25

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts, with appreciation, the following gifts:

The Sleepy Hollow Baseball Boosters Club, of a new baseball field fence cover, valued at \$2,131.68, to be used in the Sleepy Hollow High School baseball program.

TNT Baseball - Softball, of a donation in the amount of \$3,123.88, for the purchase of a batting cage. Trustee Conklin thanked the above contributors for their generous donations.

The Treasurer's Report for the Month of March 2010 is attached to these minutes as Appendix #2.

CARRIED 6-0

10:00PM

Trustee Conklin moved, seconded by Trustee Swibold, that it be  
RESOLVED: That the meeting of the Board be adjourned.

Respectfully submitted,

Nelly Valentin  
District Clerk

Appendices:

- #1 CSE/CPSE Reports
- #2 Treasurer's Report: March 2010