

November 29, 2007

A regular meeting of the Board of Education, Union Free School District of the Tarrytowns, was held on Thursday, November 29, 2007 in the Board Room of the Administration Building, commencing at 8:00PM.

**Roll Call**

Present: B. Joseph Lillis, President  
Sheila Conklin, Vice-President (arrived 7:25PM)  
Mimi Godwin, Trustee  
Marc Kirschner, Trustee  
Craig Laub, Trustee  
Vincent Nadile, Trustee  
Paul Rode, Trustee

Also present: Howard W. Smith, Superintendent of Schools  
Barbarann Tantillo, Assistant Superintendent  
Andrew V. LaBella, Business Manager  
Christopher Borsari, Sleepy Hollow Middle School Principal  
Jessica Hunsberger, Social Studies Teacher/Department Chairperson  
Judy Kelly, English Teacher/Department Chairperson  
Nelly Valentin, District Clerk

President Lillis called the meeting to order at 7:00PM.

**Call to Order**

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

**Exec.  
Session**

CARRIED 6-0 7:00PM  
No formal action was taken.

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

**Return to  
Public**

CARRIED UNANIMOUSLY 8:15PM

There was a moment of silent meditation, after which the Pledge to the Flag was given. President Lillis asked that the following be remembered who recently passed away: the grandfather of Nancy Checchi, School Nurse at Washington Irving School.

**Meditation  
Pledge**

President Lillis reported that the Board received a communication from Assemblywoman Sandy Galef on the continued issue of real property tax reform.

President Lillis congratulated Dianne Monteferrante, Morse school nurse, on the birth of her twins, Caroline Rose and Joseph Dominic, born on November 15<sup>th</sup>.

**CARRIED UNANIMOUSLY**

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

**RESOLVED:** That the Board of Education, having received copies of the regular meeting of November 8, 2007 approves as amended.

**Minutes:  
11/8/2007**

Carol Conklin, Judy Kelly and Chris Borsari gave a brief overview of the english language arts program, graduation requirements and course selection options. Topics of discussion included:

**English Language  
Arts Report**

- Middle school program highlights
  - Implementation of balanced literacy model in grades 7&8 and additional staffing in grade 7 ELA classes
  - Write Mind residency with David Surface from Hudson Valley Writers' Center
  - Improved supplementary programming in the areas of academic intervention services and enrichment opportunities for high achievers
- Middle school program focus for growth
  - On-going data analysis to improve student performance regarding core instruction and remediation
  - Articulation and alignment for grades 6-8 through Steering committee
- High School program highlights
  - Humanities, co-teach model, and ELA 12
  - Differentiation in regents, honors, and AP-level classes
  - Post-high school planning process for all students
  - Emerging theme of personalization becoming evident in curriculum and instruction
- High School program focus for growth
  - Long-term curriculum project for grades 9-12\
  - Increase participation of Hispanic and economically disadvantaged students in AP and honors level courses
  - Target 55-65 performers on comprehensive English exam
  - Integrating writing and research across the curriculum

Discussion followed.

Carol Conklin, Jessica Hunsberger and Chris Borsari gave a brief overview of the social studies program. Topics included:

**Social Studies  
Report**

1. Middle school program highlights
  - Integration of critical thinking and critical reasoning
  - Extension of the curriculum to include local resources i.e., Field trips, experiential learning

2. Middle school program focus for growth:
  - o On-going data analysis to improve student performance on 8<sup>th</sup> grade social studies assessment
  - o Professional development – best strategies
  - o Interdisciplinary projects – “social studies across the curriculum”
  
3. High school program highlights:
  - o 12<sup>th</sup> grade program – precollege, preparation for life after high school
  - o second language learners – curriculum integration and teacher collaboration
  - o humanities program
  - o overall use of 90 minute block
  
4. High school program focus for growth:
  - o Research and writing across the curriculum – spiraling differentiated writing
  - o Target 55-64 performers, increase 85-100 performers

**Social Studies  
Report**

Jessica Hunsberger reported that the WISE program will have its kick-off evening on February 26, 2008. She noted that internships thus far include the areas of pediatrics, dentistry, writing, architecture, journalism, music production, film, psychology, education, and nursing. Discussion followed.

Dr. Smith recognized Alison Paul for her years of service as a grant writer. He presented her with a clock in appreciation of her service. President Lillis thanked Alison for her hard work and skills as a grant writer. Dr. Smith read aloud a letter from Regina Mignogna, President Emeritus, Foundation of the Public Schools of the Tarrytowns, thanking Alison for her work. Ms. Paul thanked the Board and administration for the acknowledgement. The District Clerk read aloud the following resolution of appreciation:

**WHEREAS** the Foundation for the Public Schools of the Tarrytowns and the school district had the wisdom and foresight to retain the services of a grant writer, and

**Resolution of  
Appreciation**

**WHEREAS** Alison Paul has served in that capacity since 1998, and

**WHEREAS** Alison Paul has successfully written grants with a total value approaching \$13 million, and

**WHEREAS** the funding provided by these grants has supported programs that have significantly enriched the lives of the school district’s diverse student population,

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the Board of Education formally recognizes her outstanding contributions to the children of this school district and expresses deep appreciation for her many years of dedicated service.

Dr. Smith gave the following good news items:

- The school district received a write-up in the New York Times about its elementary foreign language program
- SHHS law students reached the semi-finals of the Westchester County Moot Court competition and received a medal for “best runner-up brief”
- Congratulations to Clare Carr for being awarded the Journal News 2007 Coach of the year for Section One swimming
- 91% of the Humanities Team students at Sleepy Hollow went on a fieldtrip to the Jacob Burns theatre to celebrate their passing grades in English and Social Studies.

**Superintendent’s Report**

Dr. Smith gave a brief update on the Sleepy Hollow facilities project and its impact on where students will be housed in January 2008. It is anticipated that new west wing will be occupied in January. The entrances to the middle and high school will be accessible, along with the parking in the front. The construction project is moving ahead as scheduled. Discussion followed.

**Update on SH facilities project**

Vice President Conklin reported on the Community Coffee Break that was held on November 19<sup>th</sup> at the Warner Library. Approximately 20 community members met with three board members, Dr. Smith and Dr. Tantillo. There was a wide range of discussion topics that included: prek program, assessments and report cards, study skills, handwriting, media access regarding board meetings, and preschool special education. It is anticipated that another coffee break will take place sometime in January 2008.

**Board Matters**

Trustee Godwin gave an update on the athletics fields committee. The committee met last week with Scott Hughes, consultant. On December 5<sup>th</sup>, he will review aerial views of all fields with the committee. Trustee Godwin reported that she gave Mr. LaBella a check from the Village of Tarrytown for their portion of the consultant’s fee. The study that Mr. Hughes will present will be a complete study indicating the pros and cons of all the fields.

Trustee Kirschner gave a brief report on the safety committee. The committee met last week to review the district-wide emergency evacuation plan and individual building plans. Trustee Rode found some best practices and information from Homeland Security to model from. It was reported that the committee was divided into several sub committees and will meet in a few weeks to share the data that was gathered and make recommendations.

A citizen asked about the community coffee break that was held on November 19<sup>th</sup>.

**Citizens’ Comments**

*Note: Trustee Laub left the public meeting at 10:03PM.*

CARRIED 6-0

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

**Staff Personnel:**

In accordance with Policy #9020, be it  
RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby grants a .4FTE unpaid childcare leave of absence to Andrea Calabrese, ESL teacher - SHMS, effective March 11, 2008 through June 30, 2008.

**Unpaid LOA:  
A. Calabrese**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby grants an unpaid leave of absence to Rita Sanchez, teaching assistant – SHMS, effective November 30, 2007 through March 10, 2008.

**Unpaid LOA:  
R. Sanchez**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education is authorized to offer an early notification incentive of \$3,000 for full-time certified teachers and administrators and \$2,000 for all other personnel (prorated for part-time staff) who submit a letter of resignation for purposes of retirement on or before January 4, 2008, with an effective date no later than August 31, 2008.

**Early  
Notification  
Incentive**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following to a Winter 2007 coaching stipend position for the 2007/08 school year:

**Stipend:**

Basketball (G) Modified – 7<sup>th</sup> Grade                      David Ziegler                      \$5,064

**D. Ziegler**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following instructional/non-instructional staff for the 2007/08 school year:

**Appointment:**

Patricia Bonitatibus, School Counselor  
Assignment: Sleepy Hollow High School  
Appointment Type: Probationary  
Probationary Period: January 2, 2008 through January 1, 2011  
Tenure Area: School Counselor  
Certification: NYS Provisional Certification: School Counselor  
Education: Fordham University, New York, New York, MS Ed.  
Iona College, New Rochelle, NY, BA  
Experience: Sacred Heart High School, Yonkers, NY  
School Counselor/Dept. Chairperson/Director, 3 years  
Mahopac Middle School, Mahopac, New York  
Counselor, 1 year  
Salary: MA, Step 1 (\$33,128 plus 5% differential - prorated salary)

**P. Bonitatibus**

Michele Kula, Reading Teacher  
Assignment: Sleepy Hollow Middle School  
Appointment Type: Grant Funded  
Effective Dates: January 22, 2008 through June 30, 2008  
Certification: New York State Initial Certification: Literacy 5-12  
New York State Provisional Cert. Pre-6, Social Studies 7-9  
Education: Hofstra University, Hempstead, NY - MS  
State University of New York at Cortlandt - BS  
Experience: Long Beach Middle School, Long Beach, NY  
Reading Specialist, 1 year  
Middle School 137, Ozone Park, NY  
Language Arts Teacher, 3 years  
Salary: MA, Step 5 (\$ 37,259 prorated)

**M. Kula**

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 2007/2008 school year (Grant funded):

**After School Program:**

Washington Irving School		
Suzanne Smith	Teacher	\$35 per hour
Liliana Lubric	Teacher	\$35 per hour
W.L. Morse School		
Vanessa Franco	Teacher	\$35 per hour
Xiomara Kluge	Teacher	\$35 per hour
Sleepy Hollow MS/HS		
Jamie Stagno	Teacher	\$35 per hour
Amy Barone	Teacher	\$35 per hour
Tappan Hill School		
Kathia Javier	Teaching Assistant	\$25 per hour
Aura Feliciano	Teaching Assistant – Sub	\$25 per hour

**S. Smith  
L. Lubric  
V. Franco  
X. Kluge  
J. Stagno  
A. Barone  
K. Javier  
A. Feliciano**

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 2007/08 school year:

**Substitute Staff:**

Leslie Rae Maldonado	Teaching Assistant	\$13.00 per hour
Karon Lawrence	Clerical	\$13.75 per hour
Griselda Berenguer	Clerical	\$18.02 per hour
Kristine Kesselman	Long Term Nurse Sub	\$150.00 per diem
Eileen Meade	Long Term Nurse Sub	\$150.00 per diem

**Student Personnel:**

CARRIED 6-0

**CSE/CPSE**

Trustee Nadile moved, seconded by Trustee Conklin, that

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 Special Education (CSE) at its May 11; August 29; September 19; October 23, 24; November 7, 12, 2007 meetings, and the Committee on Preschool Special Education at its October 23; November 7, 2007 meetings, as attached (Appendix #1).

CARRIED 6-0

Trustee Kirschner moved, seconded by Trustee Conklin, that

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

**General:**

RESOLVED: That the Board of Education is authorized and empowered to execute an agreement with Michael Wheatley, 55 Shirely Lane, White Plains, New York 10607, Teacher of the hearing Impaired/Speech Therapist, at the rate of \$100.00 per hour, not to exceed \$10,000.00 for the 2007/08 school year.

**Agreements:  
M. Wheatley**

**R. Al-Fikey**

RESOLVED: That the Board of Education is authorized and empowered to execute an agreement with Reem Al-Fikey to provide translation services, at a rate of \$60 per hour, 3 hours daily, effective November 14 - 15, 2007.

RESOLVED: That the Board of Education approves the 2006-07 and 2007-08 Comprehensive Educational Plans for Sleepy Hollow Middle School effective August 30, 2007. Discussion followed.

**Comprehensive  
Educational Plans  
for SHMS**

RESOLVED that Board of Education hereby authorizes the submission of an application by the UFSD of the Tarrytowns, The Village of Sleepy Hollow, and The Village of Tarrytown to the NY State Department of State for funding in the amount of up to \$150,000 with a local match of up to \$15,000, the match to be shared 40% Tarrytown, 40% Sleepy Hollow, 20% UFSD of the Tarrytowns from the "shared municipal services initiative" program to conduct a comprehensive feasibility study to assess the viability of replacing the existing Tarrytown and Sleepy Hollow Parks and Recreation Departments with: a) a joint Recreation Department and b) a joint Parks and Natural Resources Department. Each department's activities to be integrated with the UFSD of the Tarrytowns with respect to mutual utilization of and care of each entities athletic fields and recreation facilities. Discussion followed.

**Shared Municipal  
Services Initiative**

The Treasurer's Report dated October 2007 is attached to these minutes as Appendix #2.

**Treasurer's Report:  
Oct. 2007**

Trustee Godwin questioned the new regulations regarding recycling that will take effect in February 2008 and what our students are doing to recycle. Dr. Smith reported that recycling was a faculty initiative this year. A Green Committee has been established to look at recycling practices and getting students involved.

**New Business**

CARRIED 6-0 10:30PM

**Adjournment**

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

CARRIED 6-0 10:30PM  
Respectfully submitted,

Nelly Valentin  
District Clerk

Appendices:

- #1 CSE/CPSE Reports
- #2 Treasurer's Report: Oct. 2007