

September 20, 2007

A regular meeting of the Board of Education, Union Free School District of the Tarrytowns, was held on Thursday, September 20, 2007 in the Board Room of the Administration Building, commencing at 8:00PM.

Roll Call

Present: B. Joseph Lillis, President
Sheila Conklin, Vice-President
Mimi Godwin, Trustee
Marc Kirschner, Trustee
Craig Laub, Trustee
Vincent Nadile, Trustee (arrived 7:35PM)
Paul Rode, Trustee

Also present: Howard W. Smith, Superintendent of Schools
Barbarann Tantillo, Assistant Superintendent
Andrew V. LaBella, Business Manager
Nelly Valentin, District Clerk

President Lillis called the meeting to order at 7:30PM.

Call to Order

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

Exec. Session

CARRIED UNANIMOUSLY 7:30PM
No formal action was taken.

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

Return to Public

CARRIED UNANIMOUSLY 8:10PM

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

Meditation Pledge

President Lillis asked that the following be remembered who recently passed away:
Norvinda Rodriguez, mother of Messias Sa', cleaner in the Administration Building and
Fiorina Ciracco, the mother of Rosetta Pichardo, teaching assistant at Tappan Hill School.

President Lillis reported that the district received a letter from Mayor Drew Fixell inviting the board and the public to participate in the Mayor's conversation on climactic change. This session is scheduled for Thursday, October 4th from 7:30PM-9:30PM at the Tarrytown Senior Center and is co-hosted by Mayor Zegarrelli.

Communications, Petitions and Requests from the Public

September 20, 2007

Citizen's Comments

A citizen commented on the district's dress code and inquired if the district has considered the possibility of uniforms? She referred to an article in the newspaper and handed out copies of the article to the board members. Dr. Smith indicated that the district reviewed the dress code when it updated the Code of Conduct a few years ago. At that time, uniforms were not actively discussed. The focus was on the appropriateness of the clothing. Discussion followed.

Minutes:**CARRIED UNANIMOUSLY**

Trustee Nadile moved, seconded by Trustee Godwin, that it be
RESOLVED: That the Board of Education, having received copies of the regular public meeting of August 30, 2007, approves as amended.

Board Matters

Trustee Godwin reported that Dr. Smith gave a terrific presentation at yesterday's Rotary Luncheon concerning the construction project. She suggested that the Board consider scheduling a community tour soon.

Trustee Nadile inquired about the status of the policy on naming of school facilities. President Lillis asked that the information be recirculated among the board. Trustees Nadile and Godwin volunteered to serve on a committee, if needed.

Dr. Smith indicated that at the next board meeting the NYSSBA resolutions for the October 2007 Convention should be discussed.

Dr. Smith announced that Phelps Hospital will be hosting a Career Exploration Day on October 4th from 9:00AM-11:30AM. He asked if anyone would volunteer to serve as the Board representative. Vice-President Conklin volunteered to attend.

Dr. Smith reported that the Board was invited to attend a Property Tax Forum, hosted by Assemblyman Greg Ball. The forum is scheduled for Saturday, October 20th, from 9:00AM-12:00PM. Trustees Lillis and Rode expressed an interest in attending.

Vice President Conklin spoke about an article in the NYSSBA On Board newsletter regarding educators being alert for students in trouble who are expressing their feelings through writing or artwork. Dr. Smith will follow-up.

Superintendent's Report

Dr. Smith reported the following good news items:

- A press release will go out on the new Middle Class STAR Rebate Program. The information will be posted on the school district website and cable access channel. Discussion followed.
- Rosendy Rodriguez, an 11th grade honor student, has been selected to attend the National Young Leaders Conference in Washington, D.C.
- John Calvert, Technology Integration Specialist, was interviewed by a national publication and the article will be published.
- The Sleepy Hollow Multimedia Production Team products – 2007 Digital Yearbook and the sleepyhollowwhits.com website, won the Adobe 2007 MAX Awards Honorable Mention designation in the public sector category.

Dr. Smith indicated that many curriculum projects took place this summer. Dr. Tantillo gave a brief overview of the summer curriculum projects that took place. At the elementary level, projects took place in:

- Mathematics
- ELA
- Technology
- Spanish
- Dual language
- Challenge
- Science
- Social studies

**Superintendent's
Report**

At the secondary level, projects included

- English
- Science
- Health
- Social studies
- Math
- Team planning
- Humanities
- Special education
- Foreign language
- Physical education

It was reported that more than half of the faculty was involved in curriculum projects this summer. The district is very pleased with the level of involvement of the principals in these projects. Discussion followed.

Dr. Smith gave an update on the transportation program. There are buses parked at Washington Irving's tennis courts and behind the Marymount Center on Neperan Road. The district's fleet of buses includes: 25 large buses, 28 vans, and two 20-passenger vans. It was reported that there are 17 bus runs in the morning and the district serves 59 sites outside of our district, which include special education placements, private schools, and BOCES. The average run time within the district is approximately 30-40 minutes, with the exception of one bus run that is averaging 50 minutes. We have a 95% rate in meeting our standards on bus schedules, plus or minus five minutes.

Dr. Smith reported that the schools opened with a very welcoming atmosphere in the classrooms and the buildings are clean and well maintained. At Morse, the wrought iron fence was painted and a security camera was installed at the front entrance. A security camera was also installed at the front entrance to Washington Irving School.

**Back to School
Report**

Dr. Smith reported on enrollment figures for 2007/08 and noted a decrease of 17 students. He mentioned that average class sizes conform with class size guidelines. Average class guidelines are: K-1 (20); Grades 2-4 (22); Grades 5-6 (23). Vice President Conklin questioned the enrollment projections. Discussion followed.

At the middle and high school level, we have one of the best distributions in many years, in terms of class sizes in core curriculum areas. Most of the core classes have approximately 18-25 students. There is only one class that has over 30 students – Economics Honors. Dr. Smith thanked the school counselors for encouraging students to meet with them if they had any concerns about their schedules. It was reported that at the secondary level, there are large number of students in study halls. This issue is being addressed.

Dr. Smith reported that the District hired approximately 25 new teachers. Of these, five were new positions that were created. The new teachers participated in a 2½ day orientation program and will also participate in the teacher mentor program throughout the school year.

Dr. Smith gave the following program notes:

- PreK and Even Start Programs. He indicated that in approximately another month or so, we hope to be ready to move into the new site at the Marymount Center.
- For the first time, after school care will be available for kindergarten students, through a partnership with the YMCA.
- 39 new smartboards were installed over the summer. The staff has been very receptive to this new technology.
- Principal Coffees have been built into the calendar, as part of the ongoing communications goal.
- The AUSSIE Program continues to focus on staff development
- Implementing of the Science 21 program at the elementary level
- Washington Irving will focus on values this year, specifically, a program on “Anti-bullying”. The District received grant for this program. The middle school is involved in a related area, as well.
- The middle school now has dedicated staff for core areas, with two teams at each grade level. The back to school night was very impressive
- At the high school, the Breaking Ranks Program continues. There is a new pre-engineering program for 2007/08 and it is currently filled with students.

Discussion followed.

There was a discussion on the issue of a security policy and the distinction between policy and procedures. Items addressed during the discussion included:

- I.D. cards for faculty
- Acceptable and required secured monitoring of our buildings
- Building level groups
- District-wide committee
- Current policy
- Supervised doors
- Model policy from NYSSBA
- Pros and Cons

**Security Policy
Discussion**

- Bring in consultant to assess
- Security equipment costs money
- Security Resource Officer

Discussion followed.

**Athletic Fields
Committee**

There was a discussion regarding the Athletic Fields Committee. President Lillis stated that the need is still prevalent in the community and there needs to be broad-based representation from Sleepy Hollow and Tarrytown. Both villages should be actively involved. It was mentioned that the district should contact the senior centers in Sleepy Hollow and Tarrytown for volunteers. It was also noted that representatives should have some sort of athletic background. Trustees Godwin and Laub volunteered to serve on the committee. Discussion followed.

Dr. Smith gave an update on the Sleepy Hollow facilities project. The front of the building is undergoing site work, which must be done before the winter. The work that is being done inside includes: sheet rocking, plumbing work, sprinkler systems, unit ventilators. In the gymnasium, the contractors are framing the walls and the exterior brick work is almost complete. The “to do” items have been addressed. The new boilers are scheduled to be tested new week. Dr. Smith reported that a Facilities Advisory meeting is scheduled for next week.

**Update on SH
Facilities**

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

Staff Personnel:

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the following resignations:

Resignations:

Lourdes Cruz, School Counselor – SHMS, effective October 19, 2007, after two years of service.
Jennifer Pellegrino, teaching assistant – WI, effective August 31, 2007, after one year of service.
Tracy Burns, Bus Attendant & School Monitor, effective August 31, 2007, after eighteen years of service.
Steven Zombo, teaching assistant – SHHS, effective September 13, 2007, after one year of service.
Viviana Guzman, Bus Attendant, effective September 17, 2007, after years of service.
Edelira Shkoza, teacher aide – Washington Irving School, effective August 31, 2007, after two years of service.
Dianne Albin, Reading Teacher – W.L. Morse, effective October 11, 2007.

L. Cruz
J. Pellegrino
T. Burns
S. Zombo
V. Guzman
E. Shkoza
D. Albin

September 20, 2007

Staff Personnel:

In accordance with Policy #9020, be it

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:

Appointments:**B. Limongelli**

Bettina Limongelli, Sr. Office Assistant (Automated Systems) in the Office of Instruction and Personnel, provisional appointment in accordance with Civil Service Rules and Regulations, 7 hours per day, 12 months per year, at a salary of \$45,000, (prorated salary October 1, 2007 through June 30, 2008 will be \$33,750), effective October 1, 2007. This position is deemed confidential by the New York State Public Employees Relations Board. (Replacement)

P. Pyne

Patricia Pyne, Office Assistant (Automated Systems), PPS Office, probationary appointment in accordance with Civil Service Rules and Regulations, 7 hours per day, 12 months per year, at a salary of \$33,696 (prorated salary September 6, 2007 through June 30, 2008 will be \$27,691), based on Step 1 of the CSEA salary schedule, effective September 6, 2007. (Replacement)

Susan Argutto, Reading Teacher (Replacement)

Assignment: Washington Irving Intermediate School

Appointment Type: Probationary

Probationary Dates: September 11, 2007 through September 10, 2009

Tenure Area: Reading

Certification: New York State Permanent Certification, Reading, K-6,
English 7-12, SDA, Reading Recovery Teacher Leader

Education: Bank Street College, New York, NY - Ed.M.

Iona College, New Rochelle, NY - MS

Rider College, Princeton, NJ - MA

Long Island University, Brooklyn, NY - BA

Experience: Hauppauge UFSD, Hauppauge, NY

Reading Specialist, 1 year

Islip UFSD, Islip, New York

Reading Specialist, 2 years

Berkeley Heights Public Schools, Berkeley Heights, NJ

Reading Specialist, 6 years

Salary: MA+60, Step 3 (\$72,242 prorated)

S. Argutto**P. McEvily**

Patricia McEvily, Teacher Aide – W.L. Morse School, 6½ hours per day, probationary, in accordance with Civil Service Rules and Regulations, at a rate of \$15.41 per hour, based on Step 2 of the CSEA salary schedule, effective September 6, 2007. (New position)

G. Otero

Gladys Otero, Office Assistant (Automated Systems – Spanish Speaking), PPS Office and Technology Office, 7 hours per day, 12 months per year, probationary, in accordance with Civil Service Rules and Regulations, at a salary of \$37,369 (prorated salary September 10, 2007 through June 30, 2008 will be \$30,422), based on Step 4 of the CSEA salary schedule, effective September 10, 2007. (Replacement)

September 20, 2007

Staff Personnel:

Tatiana Godinho, Teaching Assistant – W.I. , 6¼ hours per day, probationary, at a salary of \$20,655 (prorated salary September 11, 2007 through June 30, 2008 will be \$20,035), based on Step 1 of the teaching assistant salary schedule, effective September 11, 2007 through September 10, 2010. (Replacement)

T. Godinho

Iris Rosado, School Monitor – Washington Irving School, 2½ hours per day, probationary, at a rate of \$13.11 per hour, based on Step 1 of the CSEA salary schedule, in accordance with Civil Service Rules and Regulations, effective September 24, 2007. (Replacement)

I. Rosado

Suzanne Caccamise, Teacher Aide – W. L. Morse, 6½ hours per day, probationary, at a rate of \$15.09 per hour, based on Step 1 of the CSEA salary schedule, in accordance with Civil Service Rules and Regulations, effective September 24, 2007. (Replacement)

S. Caccamise

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby revises the following:

Revisions:

Robin Imray, Teaching Assistant – SHHS, from 6¼ hours per day to 7¼ hours per day, effective September 1, 2007.

R. Imray

Rita Sanchez, Teaching Assistant – SHMS, from 6¼ hours to 7¼ hours per day, effective September 24, 2007.

R. Sanchez

Susan Rucano, Teaching Assistant – SHHS, from 6¼ hours to 7¼ hours per day, effective September 24, 2007.

S. Rucano

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

Stipends:

Sleepy Hollow High School		
Teacher Mentor – HS	Mary Setness	\$1120
Teacher Mentor – HS	Carlos Franco	\$1120
Teacher Mentor – HS	Jessica Hunsberger	\$1120
SAT Preparation: Fall-Math	Jason Choi	\$2839
SAT Preparation: Spring-Math	Jason Choi	\$2839
WISE Placement Coordinator	Olivia Wiener	\$1361
Sleepy Hollow Middle School		
Yearbook	Carol Ressa	\$979
Ski Club Advisor	Mary Noll	\$680.50
	Maureen Hickey	\$680.50
Sleepy Hollow High School		
Asian Culture Appreciation Club	Suzanne Davis	\$1,361
Intramural (Fall)	Nick Romeo	\$1,170
	Pat Buckley	\$1,170
JV Field Hockey	Melissa Smutek	\$5,064

M. Setness
C. Franco
J. Hunsberger
J. Choi
O. Wiener
C. Ressa
M. Noll
M. Hickey
S. Davis
N. Romeo
P. Buckley
M. Smutek

			Stipends:
Play it Smart Academic Coach - Fall (Grant funded)	Christine Trieste	\$6,150	
Play it Smart Academic Coach - Winter (Grant funded)	Christine Trieste	\$6,150	C. Trieste
Play it Smart Academic Coach – Spring (Grant funded)	Christine Trieste	\$6,150	N. Spitzer
 Instrumental Band Band - WI	 Neil Spitzer	 \$4,873	
 Fine/Practical Performing Arts Jazz - WI	 Neil Spitzer	 \$1,025	

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:

Maritza Tola	Teaching Assistant	\$13.00 per hour
Neil Gross	Teacher	\$85.00 per diem
Luz Cruz	Translator	\$25.00 per hour
Isabel Duran	School Monitor	\$13.11 per hour
Joseph Infante	School Monitor	\$13.21 per hour
Heidi Mele	Teaching Assistant	\$13.00 per hour
	Teacher Aide	\$15.09 per hour
Ronald Allen	Bus Attendant	\$13.11 per hour
Milagros Hidalgo	Bus Attendant	\$13.11 per hour
Tony Cypress	Bus Attendant	\$13.11 per hour
Michael Simmons	Teacher	\$85.00 per diem

Substitute Staff

- M. Tola**
- N. Gross**
- L. Cruz**
- I. Duran**
- J. Infante**
- H. Mele**
- R. Allen**
- M. Hidalgo**
- T. Cypress**
- M. Simmons**

Unpaid LOA:

- J. Mota**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby grants an unpaid leave of absence to Josefina Mota, Bus Attendant, effective September 1, 2007 through June 30, 2008.

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby increases the salary of the following staff, due to an additional assignment at Sleepy Hollow High School, effective September 1, 2007 through June 30, 2008.

Additional Assignment:

Tom Mormile	.1 of his salary for an additional class
Mary Noll	.2 of her salary for an additional class

- T. Mormile**
- M. Noll**

Revisions:

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby revises the hours of the following teacher aides from 6 to 6½ hours, effective September 1, 2007.

**M. Carey
A. Gauza
A. Gamble**

Menjiwe Carey - MS
Alina Gauza – MS
Amelia Gamble - WI

CARRIED UNANIMOUSLY

Student Personnel:

Trustee Conklin moved, seconded by Trustee Kirshner, 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 30; August 29, 31, 2007 meetings and the Committee on Preschool Special Education (CPSE) at its June 8; August 22, 29, 2007 meetings, as attached (Appendix #1).

CARRIED UNANIMOUSLY

Finance/Facilities:

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

**Budgetary
Transfers:**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education makes the following transfers to the 2006-2007 School District Budget as follows:

<u>From Account</u>	<u>To Account</u>	<u>Amount</u>	<u>Reason</u>
A5510165000000 Bus Driver Salaries	A995100000000 Interfund Transfers	\$49,000	Reclass of Summer Special Ed transportation to another fund
A5530431140000 Garage Rental	A995100000000 Interfund Transfers	\$80,000	Reclass Bus Garage Rental to another fund
A1964400000000 Certiorari Proceedings	A9020800000000 Teachers' Retirement	\$205,000	Underbudgeted item

Discussion followed.

CARRIED UNANIMOUSLY

Trustee Nadile moved, seconded by Trustee Godwin, that
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 is authorized and empowered to execute an agreement
with Education Inc., (Hospital Teaching Division), 775 Main Street, Unit B, West Dennis, MA
02670, to provide hospital tutoring services, at a rate of \$55.00 per hour, not to exceed \$5,000 for
the 2007/2008 school year. Discussion followed.

RESOLVED: That the Board of Education appoints the following individual to serve on the
Committee on Special Education/Committee on Preschool Special Education for the 2007-2008
school year:

Parent Member: Susan Solomon

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

CARRIED UNANIMOUSLY 9:55PM

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

CARRIED UNANIMOUSLY 10:19PM

Trustee Rode moved, seconded by Trustee Nadile, that it be
RESOLVED: That the Board returns to public session.

CARRIED UNANIMOUSLY 10:19PM

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

CARRIED UNANIMOUSLY 10:19PM
Respectfully submitted,

Nelly Valentin
District Clerk

September 20, 2007

Appendices:

Appendices:

- #1 CSE/CPSE
- #2 Treasurer's Report: July 2007