MINUTES
BOARD OF EDUCATION MEETING
SEPTEMBER 26, 2018

PRESENT
David Howe, School Board President
Ed Gooding, School Board Vice-President – Arrived at 6:45 p.m.
David Schwartz, School Board Member
Sanjay Singla, School Board Member
Lisa Tane, School Board Member
Francine Vernon, School Board Member
Anthony Gyetua-Danquah, Superintendent of Schools
Elton Thompson, Principal
Pamela Budd, School Board Clerk

ABSENT
Hopeton White, School Board Member

1.0 CALL TO ORDER
The meeting was called to order at 6:32 p.m. by Mr. Howe.

2.0 APPROVAL OF MINUTES
2.1 Minutes - July 11, 2018 Reorganizational Meeting
The motion was moved by Mr. Schwartz, seconded by Mr. Singla.
The motion was approved: Aye-5 Nay-0

2.2 Minutes - July 11, 2018 Regular Meeting
The motion was moved by Ms. Tane, seconded by Mr. Schwartz.
The motion was approved: Aye-5 Nay-0

3.0 DISCUSSION
3.1 2018 Board Retreat
Superintendent Gyetua-Danquah reported that the School Board Retreat held on August 30, 2017 was an informative event for the Board and administration. Ms. Tane was thanked for hosting the retreat at her home. At the retreat, discussions were held on the following topics:

- Reduction of chronic absenteeism, including further coordination with Children's Village on this issue
- Reduction of the number of violent and disruptive incidents and reduction of suspensions
- Increased participation in Career and Technical Education (C-TEC) Programs
- Continued focus on effective use of technology to personalize teaching and learning
- Continued focus on professional development of staff, to build human capital
- An overall goal of improving the socio-emotional well-being of our students.
- Library staffing

At the 2018 Board Retreat, Marsha Maddox, Deputy Superintendent of Schools, was presented with a gift and well wishes were expressed for her retirement.

3.2 Proposed Organizational Chart

Superintendent Gyetua-Danquah reviewed the proposed organizational chart with the Board. The Board stated that the person filling the position of Director of Finance and Grants Administration will be expected to look for money and grants for the District.

3.3 Summer School Billable Enrollment

Planned 2 Month Enrollment: 125 FTEs
Planned 10 Month Enrollment: 170 FTEs

Month	Monthly Enrollment	Yearly Average Enrollment to Date	Change in Monthly Enrollment from Prior Month
July 2018	122.67	N/A	Not Applicable
August 2018	120.66	121.67	-2.01

Superintendent Gyetua-Danquah reported that the average summer enrollment, at 121.67 FTEs, was lower than planned, primarily due to older students working during the summer session. The lower enrollment results in a revenue shortfall for the summer of $37,845. It is hoped that a strong 10 month enrollment will compensate for the summer revenue shortfall. New programs to be initiated by Children's Village, such as the Raise the Age initiative, may result in increased enrollment for the ten month session.

3.4 2017-2018 Financial Audit

Superintendent Gyetua-Danquah reported that field work for our 2017-2018 audit was completed the week of August 20, 2018. The audit report will be presented at the October 17, 2018 Board meeting. As in the past, Audit Committee members will have an opportunity to discuss the audit and the District's financial future with representatives from O'Connor Davies, our external auditors, before the audit is presented for approval.

3.5 Revenue Anticipation Note Reissuance

Superintendent Gyetua-Danquah reported that Sterling National Bank has renewed our Revenue Anticipation Note (RAN) for the 2018-2019 fiscal year. Consistent with the bank's request and the District's financial goal to reduce outstanding debt, the note has been reduced from the previous $1,650,000 to $1,550,000, a reduction in principal of $100,000. Similar to last year, this year's RAN did not qualify for tax exempt status due to the District's substantial cash position following receipt of the 2013-2014 cost screen waiver. The non-tax exempt status of the loan resulted in an interest rate of 5.80% for this year, a change of only 5 basis points from last year's taxable rate of 5.75%. We are grateful that Sterling agreed to the refinancing and did not require a higher taxable interest rate.

3.6 2018-2019 Freeport School District Contract

Superintendent Gyetua-Danquah reviewed the contract with the Freeport Public School District for the provision of educational services to their students for the 2018-2019 school year. The District currently has one residential student from the District. The contract format has been approved by our General Counsel.

3.7 2018-2019 Mount Vernon City School District Contract

Superintendent Gyetua-Danquah reviewed the contract with the Mount Vernon City School District for the provision of educational services to their students for the 2018-2019 school year. We currently have two day students from the District. The contract format has been approved by our General Counsel.

3.8 Appointment of Representative to the SWSCHP Board of Governors

SWSCHP – our district's health plan for active and retired employees requires the adoption of an important 'housekeeping' resolution by the Board of Education at or before the reorganization meeting for the 2018-19 school year. SWSCHP requires affirmative Board of Education resolutions from each of its member districts to be in full compliance with its bylaws and New York State law. The resolution simply confirms membership in SWSCHP and appoints a representative from our district to its Board of Governors, the duties for which are nominal. Failure to adopt this resolution puts the cooperative out of compliance and subject to state sanction. Superintendent Gyetua-Danquah reviewed this information with the Board. In the future, it will be included it in the re-organizational meeting. A resolution for approval is included in the Financial Report.

3.9 Authorization – Deputy Purchasing Agent and Deputy School Board Clerk

Due to the retirement of Marsha Maddox, Superintendent Gyetua-Danquah requested the Board to authorize the Superintendent to serve as a Deputy Purchasing Agent to sign off on purchasing orders while the District works on a replacement and Deputy School Board Clerk to record minutes in the absence of the School Board clerk. The Board requested that these authorizations be given to the Director of Finance and Grants Administration, when appointed.

4.0 SUPERINTENDENT'S REPORT

4.1 Superintendent Conference Days and Opening Day

Superintendent Gyetua-Danquah reported that the District had a successful Superintendent's Conference Day and first day of school. Ms. Lisa Tane was present to welcome staff on behalf of the Board of Education. Principal Thompson reported that staff attendance is improving.

4.2 Programs Update

Superintendent Gyetua-Danquah and Principal Thompson gave the report on the following programs:

<u>Career Readiness Programs</u>

C-Tech- plans are underway for the implementation of the C-Tech Program. We have also received approval for implementation of the Work-based Learning Program form SED.

<u>Raise the Age (RTA)</u>

The District is collaborating with the agency regarding the implementation of the Raise the Age program.

Supporting Socio-Emotional Development
The District plans to implement the RULER and Cloud9 Programs to support socio-emotional development.

Writing Across the Content Area
Writing across the content areas will be used to address the deficiencies in our students writing skills.

4.3 Parent and Family Engagement/Caregiver Outreach Meeting
Superintendent Gyetua-Danquah gave a report on the District's first Parent and Family Engagement/Caregiver Outreach meeting for the year. The meeting was held on Thursday, September 20, 2018 at 6:30 p.m. in Harlem. The meeting was successful and was attended by 13 parents. Residential and Day Student parents were addressed at the meeting. Principal Thompson reported that student study schedules were sent home with parents.

5.0 BOARD COMMITTEE REPORTS
There were no Board Committee Reports.

6.0 BOARD MEMBER COMMENTS
Mrs. Vernon distributed information on "Supporting and Responding to Behavior". The Board was asked to contact the District Clerk, if interested in additional information.

7.0 PUBLIC COMMENTS
There were no public comments.

8.0 FINANCIAL REPORT

8.1 **RESOLVED** that the Greenburgh Eleven Board of Education accepts the Treasurer's Report for the months of June 2018 and July 2018.

The motion was moved by Ms. Vernon, seconded by Mr. Gooding.
The motion was approved: Aye-6 Nay-0

8.2 **RESOLVED** that the Greenburgh Eleven Board of Education accepts the Budget Summary Report through July 2018.

The motion was moved by Ms. Vernon, seconded by Mr. Gooding.
The motion was approved: Aye-6 Nay-0

8.3 **RESOLVED** that the Greenburgh Eleven Board of Education appoints Anthony Gyetua-Danquah as representative of the School District to serve on the Statewide Schools Cooperative Health Plan (SWSCHP) Board of Governors.

The motion was moved by Mr. Schwartz, seconded by Mrs. Vernon.
The motion was approved: Aye-6 Nay-0

8.4 AUTHORIZATION

RESOLVED that the Greenburgh Eleven Board of Education appoints the Superintendent of Schools as Deputy Purchasing Agent and Deputy School Board Clerk.

The motion was moved by Mr. Gooding, seconded by Mr. Singla.
The motion was approved: Aye-6 Nay-0

8.4.1 Administer Oath to Deputy Purchasing Agent and Deputy School Board Clerk
Pamela Budd, School Board Clerk, administered the Oath to Anthony Gyetua-Danquah, Superintendent of Schools, as Deputy Purchasing Agent and Deputy School Board Clerk.

9.0 EDUCATION REPORT

9.1 Special Education

RESOLVED that the Greenburgh Eleven Board of Education approves the recommendations of the Committee on Special Education and authorizes the implementation of said recommendations with respect to classification and placement for the following students:

The motion was moved by Mr. Singla, seconded by Mr. Gooding.
The motion was approved: Aye-6 Nay-0

28338 28328 28082 27893 27619 27869
28188

9.2 Student Enrollment Report

Date	Residential	Day	Total
9/6/2017	83	63	146
9/6/2018	88	77	165
Difference	+5	+14	+19

Superintendent Gyetua-Danquah gave the Student Enrollment Report.

9.2 a See Headcount Statistics Report for details.
Superintendent Gyetua-Danquah gave the Headcount Statistics Report.

10.0 PERSONNEL REPORT

10.1 RESOLVED that the Greenburgh Eleven Board of Education approves the personnel report as recommended by the Superintendent of Schools.

The motion was moved by Ms. Tane, seconded by Mr. Singla.
The motion was approved: Aye-6 Nay-0

CERTIFIED

Summer School Resignation
Michael McManus, Special Education Teacher, effective 7/23/18 – 8/17/18

Resignation
Joseph Regan, Probationary Health Teacher, effective 8/30/18

Family/Medical Leave of Absence
Anthony Gyetua-Danquah, Superintendent of Schools, effective 9/15/18 – 8/31/19 (Intermittent)

Doris Delgado, Special Education Teacher, effective 9/4/18 – 9/3/19 (Intermittent)

Lauren Robinson, Teacher of the Speech and Hearing Handicapped, effective 6/11/18 – 11/19/18 (Consecutive)

CLASSIFIED

Resignation
Erica Mason, Teacher Associate, effective 8/31/18

Family/Medical Leave of Absence
Pamela Budd, Secretary to Superintendent of School/District Clerk, effective 9/4/18 – 9/3/19 (Intermittent)

Wynter Watson, Teacher Associate, effective 9/4/18 – 6/21/19 (Intermittent)

Probationary Appointment
Eric Scotton, Senior Office Assistant (Automated Systems), six month probationary appointment, $51,361 per year, including benefits, prorated, effective 7/30/18 – 1/29/18 (Replacing Pamela Nasarat Mullen)

Termination
Julianna McWilliams, Non-Contractual Per Diem Substitute, effective 8/30/18

(Revised) Salary Adjustments, Effective 9/1/18

Name	Title	Full-Time Contract Salary	FTE 9/1/18
Jelleney Peralta	Teacher Associate	$23,362	.74 to 1.0
Stephanie Dawkins	Teacher Associate	$23,362	.71 to 1.0
Sherann Grinan	Teacher Associate	$24,424	.63 to .89
Shaka Richardson	Teacher Associate	$21,783	.60 to .89
Marisol Alicea	Teacher Associate	$23,362	0 to .83
Linda Morillo	Teacher Associate	$21,783	0 to .77

Salary Adjustment, Effective 9/1/18

Name	Title	Full-Time Contract Salary	FTE 9/1/18
Venerine Bradshaw	Teacher Associate	$27,408	.77 to 1.0

Non-Contractual Per Diem Substitute Appointments - As Needed, to Serve at the Discretion of the Superintendent of Schools or the Board of Education, $11,00 Per Hour, No Benefits, Not to Exceed 7 Hours Per Day
Mosses Miranda-Rodriguez, effective 8/2/18
Andres Acevedo-Nunez, effective 8/16/18
Muhammed Shabazz, effective 9/20/18

11.0 OPENING OF EXECUTIVE SESSION

RESOLVED that the Greenburgh Eleven Board of Education enters into Executive Session to discuss the employment history of particular persons, requests to receive legal advice from attorneys that is protected by the attorney-client privilege, and issues involving individual students and staff.

At 7:46 p.m., the motion was moved by Ms. Vernon, seconded by Ms. Tane.
The motion was approved: Aye-6 Nay-0

12.0 CLOSING OF EXECUTIVE SESSION

At 8:08 p.m., the motion was moved by Mr. Schwartz, seconded by Mrs. Vernon.
The motion was approved: Aye-6 Nay-0

13.0 ADJOURNMENT

At 8:09 p.m., the motion was moved by Mr. Schwartz, seconded by Mr. Gooding.
The motion was approved: Aye-6 Nay-0

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Pamela Budd
School Board Clerk